



*Like schools across the country, COVID-19 has impacted our daily operation. The job descriptions available for current open positions are based on pre-COVID schedules. Further information about what is happening “now” at Oak Hall Episcopal School is available from the Headmaster.*

**JOB DESCRIPTION**  
**ART TEACHER (Part-Time 1/3)**

Oak Hall Episcopal School (OHES) seeks a part-time (1/3) Art Teacher to commence August 8, 2022.

The ideal candidate will be an experienced classroom art teacher who will bring his/her understanding of pedagogy and classroom management to this role. It is crucial that the Art Teacher is flexible, organized, and a team player.

***The Position***

This is a part-time (currently 1/3) position. In previous years, art classes have taken place on Tuesday – Thursday afternoons. Kindergarten – Fifth Grades each receive a weekly art lesson, and a three lesson per week elective is offered to Middle School students.

***The Responsibilities include:***

- Support the School’s mission and Episcopal identity;
- Creating a supportive education environment;
- Differentiating instruction for various grades and where appropriate, individuals;
- Engaging students in the creative experience;
- Ensuring set up and clean up;
- Teach students a variety of methods and approaches to learning the concepts and skills of art fundamentals;
- Utilize differentiated instruction; and,
- Where possible, ensure art work is displayed, including at the Goddard Elementary and Middle School Art Shows;

***Additional Responsibilities Include:***

- Ensure appropriate and available technology is integrated into the art curriculum;
- Assist in providing information for any art specific grant applications;
- Attend faculty meetings as scheduled;
- Attend mandatory School functions;

- Attend professional development workshops and trainings; and,
- Any other duties as assigned by the Headmaster.

There is also the potential for the successful candidate to teach Owl University (afterschool program) sessions. This attracts an additional remuneration.

***Requirements:***

- Bachelor's degree (master's preferred) in a relevant field of art and/or education, or relevant State certification;
- Classroom teaching experience;
- Ability to organize time and prioritize tasks;
- Strong interpersonal and written/verbal communication skills;
- Computer proficiency;
- Experience managing volunteers;
- Genuine affinity for working with children and families in an educational setting; and,
- Sense of humor.

The successful candidate will be required to pass a background check and complete the Safeguarding God's Children program, and CPR/AED training.

***About Oak Hall Episcopal School:***

OHES is located in Ardmore, Oklahoma. Currently, OHES enrolls 128 students, Early Childhood Three Years Old through the Eighth Grade.

Founded in 1977, the School affiliated with the Episcopal Diocese of Oklahoma in 1990, and moved to its present, purpose-built location in 1996. OHES offers a full curriculum of subjects, religious education classes and daily Chapel. Classroom work is augmented by a variety of afterschool sports, arts, and special interest activities. All classes take place in a safe, nurturing, and joyful learning environment.

Oak Hall Episcopal School is dedicated to the intellectual, creative, physical, social, emotional, and spiritual growth of each student to his or her potential, within a Christian environment in the Episcopal tradition.

Please contact the Headmaster, with questions about this position and/or to learn more about Oak Hall Episcopal School.

Interested candidates should send their application, consisting of cover letter, resume, and professional references, directly to the Headmaster.

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***Oak Hall Episcopal School – The Way School Should Be!***