



Tools For Tomorrow
To Reach, Teach, and Inspire Children Through the ARTS

Tools For Tomorrow is a free, after-school arts literacy program integrating the Visual Arts, Creative Writing, Music Appreciation, and Theater for children ages seven to eleven.

Tools For Tomorrow offers hands-on creative experiences that encourage children's social-emotional development through artistic self-expression. We nurture children's positive self-esteem by helping them discover their inherent creativity.

Tools For Tomorrow believes the arts have the power to transform a child's life. By encouraging innovative thinking, fostering creative self-discovery, and promoting collaborative learning, we give children "tools for tomorrow" that will help them grow, thrive, and succeed.

For more information please contact:

Emily Culhan, Program Director
emily@toolsfortomorrow.org

Andrea Hecht, Executive Director
ahecht@toolsfortomorrow.org

Tools For Tomorrow
42600 Cook Street, Suite #202
Palm Desert, CA 92211

www.toolsfortomorrow.org
760.601.3952 (office)



Integrated Arts Teaching Assistant Job Description

The Integrated Arts Teaching Assistant will assist the Integrated Arts Teaching Artist in implementing developmentally appropriate lessons in the creative arts including the visual arts, music, writing, and theater. The successful Teaching Assistant encourages student creativity and self-expression while cultivating an environment that is supportive, respectful, and fun.

Most importantly, the Teaching Assistant will be attentive and responsive to themes in students' work that connect with their personal lives.

Integrated Arts Teaching Assistant Responsibilities:

- Provides a relaxed, supportive, and nurturing environment that allows movement and expression in an after-school setting.
- Helps prepare the classroom by setting up equipment and distributing supplies.
 - Ensures that the classroom is clean after each lesson.
- Coordinates with the Teaching Artist to understand their lesson plans on the visual arts, music, creative writing, and theater.
- Helps students develop fine art skills including drawing, coloring, and painting techniques.
 - Is familiar with and able to use the mediums provided in the Art Kit such as watercolor pan paints, watercolor pencils, markers, crayons, and oil pastels.
- Encourages students to express themselves through creative writing, storytelling, and poetry.
- Fosters music and theater appreciation by participating in musical experiences and theater games as taught by the Teaching Artist.
- Plans and teaches one lesson by the end of the session.
- Attends trainings and meetings as scheduled.
- Communicates with the Teaching Artist and Program Director regarding conflicts.
- Performs other related duties as assigned.

Integrated Arts Teaching Assistant Skills:

- Has a demonstrated skill in at least one area of the arts.
- Has had experience with and enjoys teaching children in a classroom setting.
- Connects with students and parents in a positive and sensitive manner.
- Supportive, flexible disposition.
- Is collaborative and able to assist in implementing lessons developed by the Teaching Artist.
- Is organized and punctual.
- Excellent verbal and written communication skills.
- Exhibits a willingness to learn.

Required Skills and Qualifications:

- Must have and provide a copy of a valid California driving license and vehicle insurance.
- Must be able to lift up to 15 pounds at times.
- Must be able to perform all operations necessary for teaching such as standing, walking, bending, and moving around the classroom.

Reasonable accommodations may be made to enable individuals to perform essential functions.

Desired Skills and Qualifications (but not required):

- Teacher credential or CBEST completion
- CPR and First Aid Certificate

Renumeration:

Salary.....	\$20 per hour
Each weekly class.....	\$50
This includes communicating with the Teaching Artist about lessons; classroom set-up and clean-up; and working with students	
Teacher Orientation and meetings.....	6 hours
Planning (payable at the end of the session).....	2.5 hours
Meet with the Program Director to review the session and discuss lesson plan development and teaching	
Student Performances / Shows.....	up to 4 hours
(must be approved in advance by the Program Director)	