

Full Time Art, Design and Maker Space Assistant

AISB is presently seeking a teaching-assistant starting August 1st 2021 to work in the Elementary section of our school. The main responsibility of the Art and Design Assistant is to support systems, materials and environments that impact learning in Art and Design, especially our ES MakerSpace, and to showcase student learning.

The ES Art/Design assistant will report to the ES Art teacher and Digital Learning Coach.

GUIDING PRINCIPLES

- Supports and advances the Mission, Vision and Beliefs of the American International School of Bucharest.
- Supports student learning and achievement through cooperative effort and best practices.
- Supports and promotes the Early Childhood – Grade 12 curriculum based upon the IB goals and mission.
- Supports and advances international education.
- Incorporates current research and best practices in decision making

QUALITIES

- Patience and a degree of flexibility
- Strong communication skills
- Authentic and deep interest in Art and Design
- Sense of aesthetics and a strong attention to detail
- Collaborative and self-driven
- Willing to develop expertise necessary in a school setting

ESSENTIAL DUTIES AND RESPONSIBILITIES

The Art/Design assistant is expected to work with the ES Art teachers and Digital Learning Team to attend to the following duties:

- Assist in setting up and clearing and maintaining learning spaces (Art and MakerSpace)
- Organize, prepare and clean art and design materials/tools and media
- Maintain necessary tools in good working order (MakerSpace)
- Assemble displays that showcase student learning (online and offline)
- Source, order and keep stock of materials in learning spaces
- Liaise with faculty to arrange timetables, equipment requirements and work plans
- Contribute to a safe and caring learning environment
- Apply intentional strategies to support student behaviour
- Prepare and deliver quality creative learning engagements
- Document student learning
- Assist individual students and faculty as needed
- Supervise students in and outside classroom

QUALIFICATIONS/EXPERIENCE:

- Proficient in English
- Prior experience working with children
- Confident in use of technology, including 3D printing, photo skills and photo editing
- Secondary education
- Qualifications in the field of education are an asset

All interested candidates should send a letter of application and current CV to Elyane Ruel eruel@goaisb.ro

The school reserves the right to appoint an applicant at any stage.