



## JOB DESCRIPTION

**POSITION TITLE:** Art Therapist  
**DEPARTMENT:** Concordia Conservatory  
**SUPERVISOR:** Kathleen Suss  
**STATUS:** Non-Exempt/Part-time; Hours per week to be determined

### GENERAL PURPOSE

Serve as an Art Therapist at Concordia Conservatory for a community of early childhood, youth and adult students.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provide art therapy in classrooms for 19 Connecticut public schools (K-12)
- Provide private and group therapy in Bronxville, NY and Stamford, CT to students with autism spectrum disorder, neurological dysfunction and developmental and/or cognitive disabilities, including Alzheimer's
- Ability to work well with verbal and non-verbal clients with a range of disabilities
- Driver's License and personal vehicle required
- Report to Executive Director for scheduled meetings

### ADDITIONAL DUTIES AND RESPONSIBILITIES

- Exemplify philosophy of Concordia Conservatory's mission statement and values in all aspects of day-to-day duties and responsibilities assigned to this position
- Effectively communicate with kindness, understanding and helpfulness when interacting with students, staff, faculty and the general public
- Develop and maintain positive relationships
- Exhibit a cheerful, positive, loyal, team-member attitude toward the purposes, programs, policies and goals of the Conservatory
- Constantly strive to improve performance

### CORE COMPETENCIES

- **Critical evaluation**—identify and resolve problems in a timely manner; gather and analyze information skillfully
- **Oral communication**—speak clearly and persuasively in positive or negative situations, demonstrate group presentation skills and conduct meetings
- **Written Communication**—edit work for spelling and grammar, present numerical data effectively and read and interpret written information
- **Ethical practice**
- **Adaptability**—adapt to changes in the work environment, manage competing demands and is able to deal with frequent change, delays or unexpected events
- **Dependability**—consistently at work on time, follow instructions, respond to management direction and solicit feedback to improve performance

## **MINIMUM QUALIFICATIONS**

- Masters in Art Therapy or Creative Arts with certification.
- Three years' experience working with special needs children and adults.
- Strong interpersonal, public speaking and writing skills.
- Ability to represent the Conservatory in a professional manner.
- Work well with multiple constituencies.
- Ability to work with confidential information and exercise discretion.
- Demonstrate ability to effectively solve problems; initiate and implement projects independently.
- Goal and detail oriented.
- Effective at managing multiple priorities.
- Ability to work independently.
- The availability and willingness to work occasional evenings and weekends.
- Maintain a positive attitude that will promote a healthy cultural climate that reflect the mission of Concordia Conservatory.

## **SUPERVISION RECEIVED**

Reports to the Director, Melinda Magnani

## **RESPONSIBILITY FOR PUBLIC CONTACT**

Regular contact with students, Faculty, Staff and third parties requiring courtesy, discretion, professional appearance and sound judgment.

## **SALARY**

Hourly rate/compensation is commensurate with experience

**Interested candidates should send a cover letter, resume, and three professional references to: Kathleen Suss, Executive Director of Concordia Conservatory  
Kathleen.Suss@concordia-ny.edu**

Concordia Conservatory's mission is to mission is to inspire, instruct and enrich lives through music, offering excellence in education and performance. Concordia is committed to bringing the arts to all people regardless of age, ability, ethnic origin or financial situation, and serves as an education and therapy resource for the communities in Westchester and Fairfield Counties.

Concordia Conservatory does not discriminate in the employment of individuals on the basis of race, color, national or ethnic origin, disability, sex or age.