

ArtWorks

Job Title:	Lead Teaching Artist (ages 26+)
Location:	Greater Cincinnati, OH; location dependent on specific project
Reports to:	Program Manager and Director of Workforce Development
Pay:	Wages starting at \$26.00; Teaching staff position salaries will be determined based on qualifications and experience
Dates:	Summer program, June 3rd-August 2nd, 2019 Mandatory orientation May 29 th through May 31 st , 9-1pm Most projects will last 4-8 weeks. Length of projects may vary from project to project. (In observance of 4 th of July, there will be an unpaid, summer break week from July 1 st – 7 th during which no project work will take place.)
Hours:	Hours are generally Monday – Friday, 8:30 a.m. - 2:00 p.m. during the summer.
Application deadline:	February 24, 2019. Apply online: ArtWorksCincinnati.org

ArtWorks' mission is to transform people and places through investments in creativity. As one of the area's largest employers of visual artists, our focus is on employing youth and creative professionals to collectively produce award-winning public works while developing their skills in: leadership, critical thinking, problem solving, communication, creativity, innovation, collaboration, and goal setting. Teaching staff work side-by-side youth Apprentices ages 14-21 creating positive environments that foster youth's interests, relationship development, and growth mindset.

Requirements:

- MFA; graduate degree or commensurate experience in the arts and education
- Must be at least 26 years old
- Excellent personal portfolio as well as adequate experience leading youth in large-scale art-making programs
- Knowledge and understanding of project management tools and strategies: (ie. proven ability to set and achieve deadlines, take initiative, proactively problem-solve, and manage team goals)
- Experience managing project budgets
- Experience developing youth with varying degrees of artistic ability, with the mindset to meet youth where they are so they can learn, grow and succeed

Responsibilities:

Professional Development

- Attend all required orientations and trainings including Red Cross certification and safety training
- Come with a curiosity to learn, develop, and grow
- Participate in workshops through discussion, discovery, and utilize resources throughout projects to problem solve, develop team rapport, grow teaching skills
- Interest in developing professional skills through skill-building, networking, and career-minded workshops

Youth + Staff Development

- Set clear expectations and goals with team
- Serve as a role model and mentor to apprentices and project staff

- Reflect on and complete youth Apprentice and staff evaluations
- Develop team process and group norms (ie. staff meetings, group communication, and team expectations)

Project Management (project execution, logistics, group expectations)

- Attend all planning, development, and wrap-up meetings throughout the project timeline
- Complete weekly plans and budgets, procure materials and supplies, manage apprentice attendance and other paperwork, and assume responsibility for outcomes of project
- Manage Teaching Staff team on a daily basis by providing direction, feedback, and delegating responsibilities
- Deliver a high-quality, finished product within the timeline
- Demonstrate technical skills and work with apprentices one on one and in large groups
- Adhere to and enforce ArtWorks' protocols and policies as stated in the Seasonal Employee Manual and safety guide in a fair, impartial manner
- Communicate with...
 - ArtWorks staff about any project issues (behavioral, attendance, site) or needs in a timely manner
 - Teaching staff team through regular team meetings
 - Youth Apprentices to set expectations, provide performance feedback, share skill/technique practices, and alert them to any shifts in schedule

The successful candidate will

- Be an effective and consistent communicator
- Possess strong leadership skills
- Use sound judgement when making decisions
- Be an expert in their artistic own practice
- Inspire a shared vision
- Be cool under pressure

Mural Requirements (many of our projects are large-scale murals, and there are specific requirements for working on these types of projects):

- Ability to instruct others how to properly mix paint colors and demonstrate application techniques
- Ability to break down the mural process effectively for leading a team

Application process:

1. Fill out an application and all required forms (online is encouraged, but a printable PDF application is available)
2. Upload a cover letter, current resume, five to ten work samples and a letter of recommendation or three references.
3. Selected applicants will be invited to interview. All applicants will be notified of hiring decisions by mid-April.

Application process

1. Fill out an application and all required forms online
2. Upload a cover letter, current resume, five work samples and a letter of recommendation or three references.
3. Selected applicants will be invited to interview in March. All applicants will be notified of hiring decisions by mid-April.

About ArtWorks: Since 1996, ArtWorks' has been transforming people and places through investments in creativity. The organization is a workforce development and job-training program where art is the vehicle that trains and employs local youth and professional talent to create art and community impact. ArtWorks has hired over 3,300 youth and 2,900 professional artists who have completed over 12,000 public and private art projects. ArtWorks has also trained over 630 creative entrepreneurs contributing to Cincinnati's economic growth. To learn more or to support ArtWorks, visit ArtWorksCincinnati.org.

ArtWorks is an equal opportunity employer and is strongly committed to creating a diverse and inclusive workplace.