

ENRICHMENT CENTER

Visual & Performing Arts-Based Adult Day Program

645 W. Main Street, Merced, CA 95340

Director@ECArtists.com

(209) 388-1162

JOB DESCRIPTION

VISUAL ARTS INSTRUCTOR

Hours:	5.75 hours/day
Starting Wage:	\$12 / hour (as of 7/1/2019)
Reports to:	Program Supervisor
Supervises:	None

THE PROGRAM

The Enrichment Center (EC) provides a visual and performing arts program of studios, workshops, and community options, for adult artists with developmental disabilities. From 9am to 2pm, Monday through Friday, 12 months per year, the EC's artists and staff are engaged in the study and/or practice in the visual and performing arts. The EC is licensed as an adult day care, located on the 3rd floor of the Multicultural Arts Center in downtown Merced.

THE POSITION

Visual Arts Instructors provide direct care and supervision for enrolled artists, while facilitating artist engagement in various settings. They offer the benefit of their expertise and experience as visual artists, to mentor and support the EC artists. Visual Arts Instructors are part of a cohesive team of experienced artists teaching and mentoring other experienced artists who have developmental disabilities.

All EC staff, interns, and contracted artists are there to interact with and serve the artists. Only about **5%** of every week is spent on tasks where Instructors are not directly engaged with the artists. Examples include maintaining studio safety/sanitation, documenting observations and doing other paperwork, as well as participating in discussions and debriefing, related to client progress, incidents, and program issues.

For Visual Arts Instructors, in addition to providing direct care and supervision at all times, about **52%** of every week will be devoted to mentoring and supporting artists during their visual arts classes, assisting artists in various stages of the artistic process. The majority of this time will be spent with artists signed up for Art Studio, but it also includes a workshop one day per week, if scheduled. In the Art Studio, there may be periods of time when artists are set up and working independently, which leaves time for the Visual Arts Instructor to clean, organize, inventory, plan, problem solve, and prepare. However, those tasks are secondary to mentoring and support.

The remaining **43%** of the week is spent supporting artists' socialization and communication skills during non-class periods, like the lunch hour, arrivals, and departures.

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ASSIGNMENTS:

- Providing mentoring, support, and guidance during Art Studio, in which artists are practicing their skills and developing their style, on individual work. Newer artists may be learning the basics of drawing and painting.
 - Support artists as they develop new projects, helping them identify their strengths and weaknesses, interests, goals, etc.
 - Guide artists through the artistic process, including productive critique
 - Break complex concepts into simple language and techniques into basic steps
 - Mixing paint and/or assisting artists with mixing, along with developing their palette
 - Mentor artists in developing good studio habits, including cleaning and storage
- Provide instruction through 13 week workshops, which present new media, techniques, styles, etc., and will be of interest to the EC's artists. (Recent examples: Watercolor Techniques, Intro to Intaglio, Artistic Process, Creating Textured Surfaces)
- Work with EC staff team to provide direct care and supervision at all times
 - Maintain holistic awareness of clients, including their interactions, behaviors, health, self-help skills, etc.; debrief with other EC staff to share observations, troubleshoot, and find consensus.
 - Engage artists in conversation, without dominating, creating a sense of community, sharing experiences, thoughts, feelings, and ideas.
 - Model appropriate social/communication skills and behavior, providing appropriate prompts, redirection, and positive reinforcement for artists who need assistance
 - Ensure client safety and report issues to the program director
- EC Teamwork
 - Work with other EC staff to maintain a clean, organized studio, share tasks, document observations, and complete paperwork
 - Report concerns to Program Supervisor, or in his/her absence, the Program Director
 - Participate in training as provided, and complete assigned tasks as scheduled

REQUIREMENTS & EXPECTATIONS

- At least 21 years old (minimum age of EC enrollment), with High School diploma.
- Ability to break techniques into basic steps, and translate concepts into simple language
- Ability to teach, and desire to share knowledge and skills, with focus on the student's work
- Punctuality, reliable attendance, with an absence of self-distraction
- Strong verbal and written communication skills; Fluency in English
- Professional, ethical, and honest, treating artists and team, with respect and patience.
- Works cooperatively with team, and takes responsibility for tasks, assigned or standing.
- Good sense of humor, with ability to laugh at self.
- Compliance with Policies & Procedures

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- Takes direction; Excellent comprehension and execution of direction
- Good observation and documentation skills
- Takes initiative; Excellent problem solving abilities
- Does NOT create drama or instigate negative behavior
- Upon accepting the position, provide **health screening** and negative **tuberculosis (tb) test** result (paid/reimbursed by EC)
- Upon accepting the position, pass **criminal background check**¹ (paid/reimbursed by EC)

SPECIFIC REQUIREMENTS FOR ART STUDIO

- Ability to fulfill assignments as a Visual Arts Instructor²:
- Expertise in the visual arts, primarily two-dimensional media, specifically painting and drawing. (A portfolio will be requested during selection)
- Understanding of art history and theory, and appreciation of various styles in art
- Ability to mix (and teach mixing) of paint colors, tints, shades, and tones.
- Essentially, the experience of an artist who is able to mentor and support other artists as they make art.

¹ If you have ANY misdemeanors, felonies, or convictions, other than minor traffic violations, you will NOT pass the background check. If you withhold this information during the hiring process, and/or your background check prompts requirement for an exemption, the internship will be rescinded and offered to another candidate.

² Experience with a structured visual arts curriculum is preferred, accompanied by a body of work demonstrating thorough understanding of fundamentals, and advanced technique in specific media. Familiarity with art history is a must, for identifying various styles, techniques, materials, and background of other artists.