

<b>Position:</b>	<b>Teaching Artist, Studio Art Programs</b>
<b>Classification:</b>	<b>Casual Employee, Non-exempt</b>
<b>Schedule:</b>	<b>2-12 hrs a week, Tuesday - Saturday</b>
<b>Pay Rate:</b>	<b>\$35 Hourly, Paid Prep-time, No Benefits</b>
<b>Supervisor:</b>	<b>Education Manager</b>

### **About Richmond Art Center**

Richmond Art Center (RAC) is a 501(c)(3) nonprofit arts organization founded in 1936 by artist/educator Hazel Salmi. RAC moved into its current 25,000 sq. ft. facility as part of the City of Richmond's Civic Center Plaza in 1951. RAC's purpose is to provide a pathway for lifelong arts learning for people of all ages. While drawing visitors, artists and students from throughout the greater Bay Area, Richmond is the community we seek to serve. Our programs encompass art classes, exhibitions and events at our facility, as well as off-site activities that bring free, high-quality art making experiences to folks with limited access to arts education. We currently offer programs in a variety of languages and continue to offer multilingual classes to better serve our diverse communities here in Richmond.

### **About the Arts Education Program**

Richmond Art Center offers visual arts education programs for the community year round, on-site at RAC, off-site in the community and online via Zoom. We work collaboratively with Teaching Artists to develop dynamic and inclusive arts education programs that cultivate, support and build our creative community here in Richmond. RAC currently offers visual arts programs and media under the following disciplines: Ceramic Arts & Sculpture, Digital Arts & Sculpture, Drawing & Painting, Glass Arts & Sculpture, Jewelry & Metal Arts, Printmaking Arts, Textiles & Fiber Arts, Mixed Media Arts & Sculpture

### **Description**

Richmond Art Center's (RAC) Teaching Artists (TA) directly report to the Education Manager and support select Education Programs - on-site, off-site and online. RAC TA's collaborate with the Education Dept. to meet and align offerings with programmatic mission, vision and values of the organization to be inclusive of Richmond communities and beyond. RAC TA's are Education Dept. Staff and are responsible for the support and care of all our community members. RAC Teaching Artists must demonstrate cultural competency, sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of all our community stakeholders.

### **General Qualifications**

RAC Teaching Artists candidates must meet the following general qualifications:

- Have an established multi-media practice rooted in visual arts media or culturally rooted arts practices with diverse communities.
- Min 2 years' experience teaching inclusive visual arts programs or culturally rooted arts practices with diverse communities.
- Proven ability to build capacity, collaborate, problem-solve, be imaginative, and innovative with the RAC community, staff, students, volunteers, and visitors.
- Demonstrate aligned curriculum and practices with RAC mission vision and values that create and support a safe, inclusive, supportive, and creative environment to learn and grow.
- Build in reflective practices to assess curriculum impact with the community in alignment with the Education Dept. goals.
- Demonstrates strong organizational skills and attention to detail with proven ability to manage time sensitive tasks and priorities for programs, classes and workshops.

## **Requirements**

Additionally, we require Teaching Artists to:

- Collaborate with RAC Education Staff to support our programs, partnerships and community stakeholders.
- Develop written lesson plans and curriculum outlines that demonstrates a command of their respective media or practice in alignment with RAC Education Dept. standards, including accessible materials and supplemental resources.
- Maintain a community focus within their media that demonstrates an understanding, reflections or lens centering diverse communities reflective of Richmond.
- Be adaptable and flexible to sudden changes in workflow and have situational awareness within their program.
- Are able to smoothly strike a balance with class management and prioritizing the students' needs.
- Possess strong public speaking skills, maintains welcoming presence in a class.
- Availability during weekday, evening and weekend hours with advance notice and flexibility in scheduling.
- Share the desire to grow with RAC programs as our opportunities grow.
- Ability to work with computers, and other technologies which are utilized in providing high-quality classroom and lab instruction.
- Ability to routinely lift, push, pull, or carry art supplies, equipment weighing up to 40 lbs. Must also bend, twist, reach, stand, and/or sit for long periods of time.
- Have reliable and consistent means of communication and transportation.
- Submit to a federal-level background check via live scan fingerprinting. If working with Youth programs, submit your most current TB test, within the last year, for RAC to have on file.

Specific qualifications for each of the main programs below are outlined in the corresponding appendix:

- Ceramic Arts & Sculpture \_\_\_\_\_ Appendix A

- Digital Arts & Sculpture\_\_\_\_\_Appendix B
- Glass Arts & Sculpture\_\_\_\_\_Appendix C
- Jewelry & Metal Arts\_\_\_\_\_Appendix D
- Printmaking Arts\_\_\_\_\_Appendix E
- Textiles & Fiber Arts\_\_\_\_\_Appendix F

## **Compensation**

We do our best to offer competitive wages for our Teaching Artist in all of our program opportunities. All Teaching Time (defined as time spent in class) will be paid at an hourly rate of \$35 an hour for all program types except workshops. Teaching Preparation Time will be paid at 2 hours per class meeting. Any Meetings, Training, or Onboarding time requested by RAC will be paid at \$35/hr. RAC offers Teaching Artists leading one time workshops instead of classes split the collected workshop fees with RAC at 50/50.

Additional Perks after one year as RAC Teaching Staff include:

- NARM Level membership with RAC
- 1 free RAC class a quarter for you to use or gift to a friend or family member
- Table pricing discount for our annual Holiday Arts Festival
- After 1 year or 4 class iterations, TA's have access to RAC funds for Professional Development training to develop personal practices as RAC Teaching Artists (Pending approval of the department)

## **Schedule**

Schedule can fluctuate depending on the program needs of Richmond Art Center and our partners. Programs are typically held in-person Tuesday through Thursday 10am to 9pm and Friday to Saturdays 10am to 3pm. Online programs usually run Monday to Sunday 10am to 9pm.

## **To Apply**

Interested candidates should provide a cover letter outlining how they meet the qualifications for this position, three teaching references that support their experience and their most current CV or resumé. Please send the application requirements together as pdf documents with "Teaching Artist Application" as the subject line to: [education@richmondartcenter.org](mailto:education@richmondartcenter.org)

Richmond Art Center is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

## **Teaching Artist Qualifications Specific to Media or Discipline**

### **Appendix A: Ceramic Arts & Sculpture**

- Bachelor of Fine Arts in Ceramics or Associate degree in Ceramics with 2 years recent experience teaching ceramics techniques in a classroom setting.
- Or demonstrates a dynamic studio practice with a minimum of 4 years recent experience teaching ceramics in a classroom setting.
- Demonstrates ability to structure curriculum and resources to fill in/support the needs of the RAC's Ceramics Programs within and beyond Functional and Non-functional Ceramics techniques and practices.
- Demonstrates in-depth understanding and experience with sculpture and three dimensional design.
- Demonstrates in-depth understanding and ability to teach functional and/or sculptural ceramics.
- Possess a firm understanding of current methodologies, best practices and critical issues in contemporary ceramics.
- Demonstrates the ability to address the needs of diverse student populations taking a wide range of ceramics courses.
- Demonstrates the ability to use a variety of teaching strategies that encourage retention and student satisfaction/growth while successfully challenging diverse student populations.

### **Specific Technical Knowledge and Expertise in Ceramics Required:**

- Glazes/underglazes/slips/oxides: mixing and handling safety
- Gas and electric kilns: firing techniques, operations and safety
- Safe and effective operation of common ceramics studio equipment and tools such as slab roller, extruders, banding wheels, electric wheels etc.
- Green studio practice: recycling clay, particulate safety, MSDS and Hazmat operations
- First Aid and CPR training/experience (ideal)

## **Appendix B: Digital Arts & Sculpture**

- Bachelor of Fine Arts in Digital Arts or Associate degree in Digital Arts with 2 years recent experience teaching digital art techniques in a classroom setting.
- Or demonstrates a dynamic studio practice or professional practice with a minimum of 4 years recent experience teaching digital art in a classroom setting.
- Demonstrates ability to structure curriculum and resources to fill in/support the needs of the RAC's Education Programs within and beyond diverse Digital Arts techniques and practices.
- Demonstrates in-depth understanding and experience with digital sculpture and three dimensional design.
- Demonstrates in-depth understanding and ability to teach functional and non-functional digital art.
- Possess a firm understanding of current methodologies, best practices and critical issues contemporary to the digital arts field.
- Demonstrates the ability to address the needs of diverse student populations taking a wide range of digital arts courses.
- Demonstrates the ability to use a variety of teaching strategies that encourage retention while successfully challenging diverse student populations.

### **Specific Technical Knowledge and Expertise in Digital Art Required:**

- Command of Adobe Creative Suite
- Command of 3D Printing & Modeling software and techniques
- Command of Digital Drawing, Animation, Photography & Video

### **Appendix C: Glass Arts & Sculpture**

- Bachelor of Fine Arts in Glass or Associate degree in Glass with 2 years recent experience teaching glass art techniques in a classroom setting.
- Or demonstrates a dynamic studio practice or professional practice with a minimum of 4 years recent experience teaching glass art in a classroom setting.
- Demonstrates ability to structure curriculum and resources to fill in/support the needs of the RAC's Education Programs within and beyond diverse glass arts techniques and practices.
- Demonstrates in-depth understanding and experience with glass sculpture and three dimensional design.
- Demonstrates in-depth understanding and ability to teach functional and non-functional glass art.
- Possess a firm understanding of current methodologies, best practices and critical issues contemporary to the glass art field.
- Demonstrates the ability to address the needs of diverse student populations taking a wide range of glass arts courses.
- Demonstrates the ability to use a variety of teaching strategies that encourage retention while successfully challenging diverse student populations.

### **Specific Technical Knowledge and Expertise in Glass Art Required:**

- Command of material technical application, fabrication and safety operations in: Stained Glass, Fused Glass or Kiln Formed Glass, Flameworking, Cold Working, or Glassblowing
- Gas and electric kilns: firing techniques, operations and safety
- Green studio practice: recycling clay, particulate safety, MSDS and Hazmat operations
- First Aid and CPR training/experience (ideal)

### **Appendix D: Jewelry & Metal Arts**

- Bachelors or Masters in Jewelry & Metal Arts with 2 years recent experience teaching Jewelry & Metal Arts techniques in a classroom setting. Or demonstrates a dynamic studio practice or professional practice with a minimum of 4 years recent experience teaching Jewelry & Metal Arts in a classroom setting.
- Proven Jewelry & Metals Studio Management and Administrative Experience as:
  - Independent judgment in decision making, managing a team and working with students, developing relationships across departments and organizations, fluid organizational and task management skills, strong oral and written communication skills.
  - Stewards the operation of studio facilities and ensures a well-maintained and safe environment, provides a purchase list of studio consumables integral to the operations of the studio programs, delivers a mandatory Safety Orientation for all classes and volunteers as needed. Administers Safety Test for qualified students and incoming TA's, creates and maintains up-to-date orientation manuals and safety training for monitors, students, and teaching staff.
- Demonstrates ability to structure curriculum and resources to fill in/support the needs of the RAC's Education Programs within and beyond diverse field techniques and practices.
- Demonstrates in-depth understanding and experience with jewelry & metal arts sculpture and design with the ability to teach functional and non-functional jewelry & metal arts.
- Possess a firm understanding of current methodologies, best practices and critical issues contemporary to the jewelry & metal arts with the ability to address the needs of diverse student populations taking a wide range of jewelry & metal arts courses.
- Demonstrates the ability to use a variety of teaching strategies that encourage retention while successfully challenging the diverse experiences and knowledge of students.

### **Specific Technical Knowledge and Expertise in Jewelry & Metal arts Required:**

- Command of material technical application, fabrication and safety operations in: advanced soldering and fabrication skills, familiarity with making molds and casting metals with centrifugal and vacuum casting, familiarity with forming metals (raising, chasing, repousse, die forming), basic woodworking skills, ability to maintaining torches/cylinders/regulators, ability to maintain working surfaces of stakes, anvils and hammers.
- Electric kilns: firing techniques, operations and safety
- Comfort working with hand and power tools and troubleshooting equipment and repairs (such as air compressor, kilns, grinders, drill presses, and belt sanders.
- Knowledge of and commitment to health and safety as they apply to artistic materials and regulations: non-toxic and green studio practice, chemical use and fume safety, MSDS and Hazmat handling and disposal procedures
- First Aid and CPR training/experience (ideal)



### **Appendix E: Printmaking Arts**

- Bachelors or Masters in Printmaking with 2 years recent experience teaching printing techniques in a classroom setting.
- Or demonstrates a dynamic studio practice or professional practice with a minimum of 4 years recent experience teaching printmaking in a classroom setting.
- Proven Printmaking Studio Management and Administrative Experience as:
  - Independent judgment in decision making, managing a team and working with students, developing relationships across departments and organizations, fluid organizational and task management skills, strong oral and written communication skills.
  - Stewards the operation of studio facilities and ensures a well-maintained and safe environment, provides a purchase list of studio consumables integral to the operations of the studio programs, delivers a mandatory Safety Orientation for all classes and volunteers as needed. Administers studio best practices training, creates and maintains up-to-date orientation manuals and safety training for monitors, students, and teaching staff.
- Demonstrates ability to structure curriculum and resources to fill in/support the needs of the RAC's Education Programs within and beyond diverse field techniques and practices.
- Demonstrates in-depth understanding and experience with printmaking and design.
- Demonstrates in-depth understanding and ability to teach a wide range of printmaking arts, current methodologies, best practices and critical issues contemporary to the printmaking.
- Demonstrates the ability to address the needs of diverse student populations taking a wide range of printmaking arts courses.
- Demonstrates the ability to use a variety of teaching strategies that encourage retention while successfully challenging diverse student populations.

### **Specific Technical Knowledge and Expertise in Printmaking Required:**

- Command of material technical application, fabrication and safety operations in: silkscreen printing for fabric and/or paper, relief print, monoprint, digital/photo printmaking, print installation, sculptural prints, printmaking alternative practices, bookbinding, and papermaking.
- Non-toxic and green studio practice: chemical use and fume safety, MSDS and hazmat operations and reclamation
- Knowledge of and commitment to health and safety as they apply to artistic materials and regulations
- First Aid and CPR training/experience (ideal)



## **Appendix F: Textiles & Fiber Arts**

- Bachelor of Fine Arts in Fiber Arts or Associate degree in with 2 years recent experience teaching fiber art techniques in a classroom setting.
- Or demonstrates a dynamic studio practice or professional practice with a minimum of 4 years recent experience teaching textiles/fiber art in a classroom setting.
- Demonstrates ability to structure curriculum and resources to fill in/support the needs of the RAC's Education Programs within and beyond diverse fiber arts techniques and practices.
- Demonstrates in-depth understanding and experience with fiber art sculpture and three dimensional design.
- Demonstrates in-depth understanding and ability to teach functional and non-functional fiber art.
- Possess a firm understanding of current methodologies, best practices and critical issues contemporary to the textiles and fiber art field.
- Demonstrates the ability to address the needs of diverse student populations taking a wide range of fiber arts courses.
- Demonstrates the ability to use a variety of teaching strategies that encourage retention while successfully challenging diverse student populations.

### **Specific Technical Knowledge and Expertise in Textiles and Fiber Art Required:**

- Command of material technical application, fabrication and safety operations in: felting, fiber sculpture, non-toxic or natural fiber dyeing, screen-printing for fabric, lace making, needlepoint, embroidery, sewing, quilting and weaving.
- Knowledgeable about studio equipment and familiarity with inkle looms, frame looms, table looms, floor looms, computerized AVL looms, sewing machines, spinning wheels, carding machines, and other small equipment and tools.
- Green studio practice: toxin and particulate safety, MSDS and Hazmat operations
- First Aid and CPR training/experience (ideal)