

- Position:** Teaching Artist (I), Visual Art Programs  
Casual Employee, In-Person/On-Site, No Benefits, Non-exempt/Hourly
- Schedule:** 2-12 hrs a week,  
Must be available at least one day slot between 10am-4pm, Tuesday to Saturday  
And at least one evening slot between 5pm- 8pm Tuesday to Thursday
- Pay Rate:** \$35 Hourly Rate  
Applies to all work including technician work, teaching time, prep-time and curriculum development time

**About the Richmond Art Center (RAC)**

The Richmond Art Center (RAC), a nonprofit organization since 1936, fosters creativity and community through art. We offer classes, exhibitions, and events at our facility, along with free off-site programs for WCCUSD schools, community centers, and the Richmond Public Library. Learn more at [richmondartcenter.org/about](http://richmondartcenter.org/about).

**About the Education Department**

RAC provides art classes for adults, youth, and families in seven on-site studios, as well as through partnerships with schools and community spaces like RYSE Youth Center, EBCPA, and NIAD. Guided by Community Agreements, we strive to create a welcoming, safe, and supportive environment. Learn more at [richmondartcenter.org/education](http://richmondartcenter.org/education).

**Description**

Richmond Art Center’s (RAC) Teaching Artists report to the Education Manager and support on-site, off-site, and online Education Programs. They collaborate with the Education Department to align offerings with RAC’s mission, vision, and values, fostering inclusivity for Richmond communities and beyond. Teaching Artists are responsible for supporting and caring for all community members while demonstrating cultural competency and sensitivity to the diverse backgrounds of stakeholders.

**Core Responsibilities:**

- Collaborate with RAC Education Staff to lead programs for students, partnerships, and community stakeholders.
- Develop accessible, standards-aligned lesson plans and curriculum that reflect diverse communities and focus on student engagement.
- Adapt to workflow changes, balancing class management with prioritizing student needs.
- Foster a welcoming classroom environment with strong public speaking and teaching skills.

**Qualifications:**

- Established practice in visual arts or culturally rooted arts, with at least 2 years’ experience teaching inclusive programs to diverse communities.
- Proven ability to collaborate, problem-solve, innovate, and align curriculum with RAC’s mission to create safe and supportive learning environments.
- Strong organizational and time-management skills, with attention to detail.
- Commitment to reflective practices for assessing curriculum impact and fostering program improvement.

**See Specific qualifications for each programs in the corresponding appendix:**

- Ceramic Arts & Sculpture \_\_\_\_\_ Appendix A
- Digital Arts & Technologies \_\_\_\_\_ Appendix B
- Textiles & Fiber Arts \_\_\_\_\_ Appendix C
- Jewelry & Metal Arts \_\_\_\_\_ Appendix D
- Warm Glass Arts \_\_\_\_\_ Appendix E
- Printmaking Arts \_\_\_\_\_ Appendix F

### **Skills & Abilities**

#### Technical:

- Working knowledge of Microsoft Office, Google Workspace, and Zoom
- Knowledge of basic A/V equipment is a plus

#### Soft Skills:

- Spanish or Mandarin proficiency preferred
- Strong communication, organizational, and independent work skills
- Collaborative approach to teamwork and conflict resolution
- Valid California driver's license and reliable vehicle required

### **Physical Demands and Work Environment**

#### Physical Requirements:

- Regularly sit or stand for extended periods, communicate, and use equipment.
- Lift up to 50 pounds.

#### Work Environment:

- Moderate office noise; higher levels in studios or community spaces, manageable with PPE.
- Must be comfortable working in varied environments (office spaces, public facing front desk spaces and active studio spaces)

### **To Apply**

Richmond residents are encouraged to apply! Send your cover letter and resume to [jobsapp@richmondartcenter.org](mailto:jobsapp@richmondartcenter.org) with "Teaching Artist (II) Studio Technician" in the subject line.

- **Cover Letter:** Describe how you meet the qualifications for this role.
- **Resume:** Highlight your experience and qualifications.

Notice: If hired, three we require (3) professional references and require a federal level fingerprinting background check. All positions are subject to a six-month probationary period.

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

## **Ceramic Arts & Sculpture**

## **Appendix A**

### **Education & Experience**

#### Educational Background:

- Bachelor of Fine Arts (BFA) in Ceramics, or an Associate degree with 2+ years of recent experience teaching ceramics techniques in a classroom setting.
- Alternatively, demonstrates a dynamic studio practice with 4+ years of recent experience teaching ceramics in a classroom setting.

#### Curriculum Development:

- Ability to structure and adapt curriculum to support RAC's Ceramics Programs, including functional and non-functional ceramics techniques.

#### Specialized Expertise:

In-depth understanding and experience in sculpture and three-dimensional design, with a focus on functional and/or sculptural ceramics.

- Strong understanding of current methodologies, best practices, and critical issues in contemporary ceramics.

#### Teaching Skills:

- Proven ability to teach diverse student populations and use varied teaching strategies to encourage retention, student satisfaction, and growth while successfully challenging students.

### **Technical Knowledge & Expertise**

#### Material Application & Techniques:

- Expertise in mixing and handling glazes, underglazes, slips, and oxides safely.

#### Studio Equipment Proficiency:

- Knowledge of gas and electric kilns, firing techniques, and kiln safety.
- Skilled in the safe operation of common ceramics studio equipment, such as slab rollers, extruders, banding wheels, and electric wheels.

#### Green Studio Practices:

- Knowledge of recycling clay, particulate safety, MSDS, and Hazmat operations.

#### Additional Skills (Preferred):

- First Aid and CPR certification or experience.

**Digital Arts & Technologies**

**Appendix B**

**Education & Experience**

Educational Background:

- Bachelor of Fine Arts (BFA) in Digital Arts, or an Associate degree with 2+ years of recent experience teaching digital art techniques in a classroom setting.
- Alternatively, demonstrates a dynamic studio practice or professional experience with 4+ years of recent experience teaching digital art in a classroom setting.

Curriculum Development:

- Ability to structure and adapt curriculum to support RAC's Digital Arts Programs, encompassing a wide range of digital art techniques and practices.

Specialized Expertise:

- In-depth understanding and experience in digital sculpture and three-dimensional design.
- Strong expertise in teaching functional and non-functional digital art.
- Thorough knowledge of current methodologies, best practices, and critical issues in the digital arts field.

Teaching Skills:

- Proven ability to teach diverse student populations, using a variety of teaching strategies to encourage retention, student satisfaction, and growth while challenging students.

**Technical Knowledge & Expertise**

Digital Tools & Software Proficiency:

- Mastery of Adobe Creative Suite.
- Expertise in 3D Printing and Modeling software and techniques.
- Skilled in Digital Drawing, Animation, Photography, and Video production techniques.

## **Textiles & Fiber Arts**

## **Appendix C**

### **Education & Experience**

#### Educational Background:

- Bachelor of Fine Arts (BFA) in Fiber Arts or an Associate degree with at least 2 years of recent experience teaching fiber arts techniques in a classroom setting.
- Alternatively, a dynamic studio or professional practice with 2+ years of recent classroom teaching experience in textiles/fiber arts.

#### Curriculum Development:

- Ability to structure curriculum and resources to support RAC's Education Programs across diverse fiber arts techniques and practices.

#### Specialized Expertise:

- In-depth understanding and experience in fiber art sculpture, three-dimensional design, and both functional and non-functional fiber art.
- Strong grasp of current methodologies, best practices, and critical issues in the contemporary textiles and fiber arts field.

#### Teaching Skills

- Proven ability to address the needs of diverse student populations in various fiber arts courses.
- Expertise in employing teaching strategies that encourage retention and challenge students effectively.

### **Technical Knowledge & Expertise**

#### Material Application & Techniques:

- Mastery of techniques such as felting, fiber sculpture, non-toxic or natural fiber dyeing, screen-printing for fabric, lace making, needlepoint, embroidery, sewing, quilting, and weaving.

#### Studio Equipment Proficiency:

- Familiarity with equipment such as inkle looms, frame looms, table looms, floor looms, computerized AVL looms, sewing machines, spinning wheels, carding machines, and small tools.

#### Green Studio Practices:

- Knowledge of toxin and particulate safety, MSDS, and Hazmat operations.

#### Additional Skills (Preferred)

- First Aid and CPR training or experience.

## Jewelry & Metal Arts

## Appendix D

### Education & Experience

#### Educational Background:

- Bachelor's or Master's degree in Jewelry & Metal Arts with at least 2 years of recent teaching experience in a classroom setting.
- Alternatively, a dynamic studio or professional practice with a minimum of 4 years of recent teaching experience in Jewelry & Metal Arts.

#### Studio Management & Administration:

- Proven experience in:
  - Independent decision-making and team management.
  - Building relationships across departments and organizations.
  - Organizational and task management.
  - Strong oral and written communication skills.
- Stewardship of studio facilities, ensuring a well-maintained and safe environment.
- Creation and administration of mandatory safety orientations, tests, and updated manuals for students, staff, and volunteers.

#### Curriculum Development:

- Ability to structure curriculum and resources to support RAC's Education Programs and accommodate diverse field techniques and practices.

### Artistic & Technical Expertise

#### Jewelry & Metal Arts Design:

- In-depth understanding and experience in jewelry & metal arts sculpture and design, including functional and non-functional applications.
- Familiarity with current methodologies, best practices, and critical issues in the field.

#### Teaching Skills:

- Ability to address the needs of diverse student populations and use effective teaching strategies that encourage retention and engagement.

### Specific Technical Knowledge & Expertise

#### Materials & Techniques:

- Advanced soldering and fabrication skills.
- Experience with mold-making and metal casting (centrifugal and vacuum casting).
- Metal forming techniques, including raising, chasing, repoussé, and die forming.
- Basic woodworking skills and maintaining torches, cylinders, regulators, and working surfaces of stakes, anvils, and hammers.

#### Equipment & Safety:

- Proficiency in electric kiln firing techniques, operation, and safety.
- Comfort with hand and power tools, including troubleshooting and repair of equipment such as air compressors, kilns, grinders, drill presses, and belt sanders.
- Knowledge of health and safety practices, including:
  - Non-toxic and green studio practices.
  - Chemical use, fume safety, MSDS, and Hazmat handling/disposal procedures.

#### Additional Skills (Preferred)

- First Aid and CPR training or experience.

**Warm Glass Arts**

**Appendix E**

**Education & Experience**

**Educational Background:**

- Bachelor of Fine Arts (BFA) or Associate degree in Glass.
- Alternatively, a sustained studio or professional practice with a minimum of 2 years of teaching experience in glass art within a classroom setting.

**Curriculum Development:**

- Ability to structure curriculum and resources to support RAC's Education Programs and address diverse techniques and practices in the field.

**Artistic Expertise:**

- In-depth understanding and experience in:
  - Three-dimensional glass sculpture design.
  - Functional and non-functional glass art.

**Teaching Skills**

- Ability to address the needs of diverse student populations with varying levels of experience in glass or decorative arts.
- Proficiency in employing a variety of teaching strategies to encourage retention while challenging students effectively.

**Specific Technical Knowledge & Expertise**

**Glass Techniques & Fabrication:**

- Proficiency in stained glass, fused glass, kiln-formed glass, flameworking, cold working, and glassblowing.

**Equipment Operations & Safety:**

- Expertise in gas torch and electric kiln operations, including firing techniques and safety protocols.

**Green Studio Practices:**

- Knowledge of recycling materials, particulate safety, MSDS guidelines, and Hazmat operations.

**Additional Skills (Preferred)**

- Basic First Aid and CPR training or experience.

## Printmaking Arts

## Appendix F

### Education & Experience

#### Educational Background:

- Bachelor's or Master's degree in Printmaking with 2 years of recent teaching experience in a classroom setting.
- Alternatively, a dynamic studio or professional practice with at least 4 years of recent teaching experience in printmaking.

#### Studio Management & Administration:

- Proven ability to:
  - Make independent decisions, manage a team, and work with students.
  - Develop relationships across departments and organizations.
  - Organize tasks effectively and communicate clearly (oral and written).
- Responsibilities include:
  - Stewardship of studio facilities, ensuring a well-maintained and safe environment.
  - Creating and maintaining safety orientation manuals and delivering safety training for monitors, students, and teaching staff.
  - Providing purchase lists for studio consumables necessary for operations.
  - Administering studio best practices and mandatory safety orientations.

#### Curriculum Development:

- Ability to structure curriculum and resources to support RAC's Education Programs and accommodate diverse printmaking techniques and practices.

#### Teaching Skills

- Demonstrated ability to address the needs of diverse student populations with a wide range of printmaking skills.
- Proficiency in using a variety of teaching strategies to encourage retention and challenge students effectively.

#### Artistic Expertise

- In-depth understanding of printmaking and design, including a wide range of printmaking arts.
- Knowledge of current methodologies, best practices, and critical issues in contemporary printmaking.

### Specific Technical Knowledge & Expertise

#### Working knowledge of

- Silkscreen printing (fabric and paper), relief print, monoprint, digital/photo printmaking.
- Print installations, sculptural prints, alternative printmaking practices.
- Bookbinding and papermaking.

#### Studio Practices & Safety:

- Knowledge of non-toxic and green studio practices, including chemical use, fume safety, MSDS guidelines, and Hazmat operations.
- Commitment to health and safety regulations related to artistic materials.

#### Additional Skills (Preferred)

- First Aid and CPR training or experience.