



THE UMBRELLA<sup>SM</sup>  
ARTS EDUCATION

### **Summer Arts Under the Umbrella Camp – Assistant Teacher**

**Title:** Assistant Teacher

**Department:** Education

**Effective Date:** June 25 - August 16

**Reports To:** Education Program Manager

**Pay Rate:** \$15-\$18 based on experience

**Status:** Seasonal Temporary, Non Exempt

#### **Description:**

The Umbrella Arts Center is seeking Assistant Teachers for its Summer Arts Under the Umbrella 2024 In-Person Camps. Assistant Teachers are responsible for daily supervision and instruction of campers aged 5-12. In addition to assisting the Lead Teachers with daily programming. Programming led by Lead Teachers covers mediums not limited to: Drawing & Painting, 2D & 3D Mixed Media, Ceramics, Performance Arts, Woodworking, etc.

A mandatory pre-camp training will occur during the week prior to camp on June 25th & 26th. Employment is expected to run through August 16<sup>th</sup>, 2024.

Full Day Assistant Teachers typically work Monday through Friday 8:30am – 5:00pm, with two thirty-minute breaks and Half Day Assistant Teachers typically work Monday through Friday 8:00am – 1:00pm with one thirty-minute break. Based upon program enrollment, hours may be adjusted to only working half-day programs and pre-specified weeks.

More information on our camps can be found here: <https://theumbrellaarts.org/program/summer-camps>

#### *Summer 2024 Camp Dates:*

WEEK 1: July 1-3

WEEK 2: July 8-12

WEEK 3: July 15-19

WEEK 4: July 22-26

WEEK 5: July 29 - August 2

WEEK 6: August 5-9

WEEK 7: August 12-16

**Qualifications:**

- 18 Years of age before the start of employment – exceptions may be made based upon previous work experience. Or 17 years of age before start of employment if having previously volunteered at The Umbrella as a classroom volunteer.
- General Arts background with knowledge in one or more of the following areas preferred: performing arts, painting, drawing, mixed media, ceramics, woodworking, etc.
- At least 1 year of teaching / assistant teaching experience and/or camp experience.
- Experience working with children ages 5-14
- Ability to inspire a passion for the arts
- Experience supervising, managing and maintaining group behavior in a classroom setting.
- Ability to assist and support Lead Teachers whenever needed / however needed
- Be a creative individual with the ability to work independently and as part of a team
- Excellent interpersonal, organizational and leadership skills
- Be able to provide documented proof of immunity or vaccination record as mandated by the Massachusetts Department of Public Health and complete the camp's health form and waiver by the start of training.
- Be certified in CPR / First Aid or be willing to take a CPR / First Aid course provided by The Umbrella
- Pass CORI background checks according to The Umbrella's guidelines
- Willingness to follow and enforce all recommended Covid-19 safety protocols

**How To Apply:**

1. Submit your Resume and Cover Letter stating your interest and relevant experience to: Rebecca Campbell, Education Program Manager, at [rebecca@theumbrellaarts.org](mailto:rebecca@theumbrellaarts.org)
2. Professional references may be required at the time of an interview

**Apply by:** April 1, 2024