



### **Weekend Events Art Teacher Job Description:**

The Umbrella Arts Center is looking for talented art instructors to join our team to lead weekend arts programming for birthday parties, community events, and Free Family Days. At this time, we are planning ahead for the Fall 2023 semester and into Winter/Spring 2024.

#### **About the role:**

This role requires leading arts programming independently (or at times, with a classroom volunteer) for birthday parties and other weekend and community-wide events. This includes greeting parents and attendees, answering questions, and interacting with the public.

Birthday parties can be scheduled on Saturdays between 10am and 6pm, and on Sundays between 10am and 2pm and are typically two hours long. The teacher is in charge of setting up the room and craft, leading the participants through the craft and cleaning up after the event. Depending on the age of the participants and how quickly they complete the craft, this position may require supplementing the time with a storybook or additional arts activity/game. For a two-hour birthday party, the payment covers four hours to accommodate for the prep and clean-up period.

Free Family Days and other community events are held monthly and seasonally at The Umbrella and in partnership with community organizations. The Umbrella's teachers provide art activities and represent the organization at these events. Teachers are responsible for the complete set up and break down of the activity, station or room and have considerable creative license with planned art making.

**Job Type:** Independent Contractor, part-time

**Pay:** \$35 per hour

#### **About The Umbrella:**

The Umbrella Arts Center (located in Concord, MA), enriches lives and builds a vibrant community through the arts. We inspire creativity, learning, and personal growth through education, performing and visual arts, cultural events, and community collaborations. The Umbrella welcomes and respects constituents regardless of age, ability, ethnicity, race, religion, philosophical or political beliefs, sexual orientation, gender identity or expression, nationality, geographic origin, immigration status, and socio-economic status.

**Qualifications:**

- Interest and experience in working with students grades K-6
- Ability to design creative, thoughtful and age appropriate arts projects/curriculum
- Excellent communication and organizational skills
- Punctuality, reliability, and flexibility
- Availability on weekends between 10:00am - 6:00pm

**How to Apply:**

1. Submit your resume to [kyle@theumbrellaarts.org](mailto:kyle@theumbrellaarts.org) with 'Weekend Events Art Teacher' in the subject line
2. Submit a brief cover letter stating your interest and relevant experience