ARTISTRY
THEATER and VISUAL ARTS

1800 W. Old Shakopee Road, Bloomington, MN 55431

Job Opportunity

<u>Position:</u>	**Summer Arts Camp Program Assistant**
<u>Classification:</u>	Temporary Part-Time/ Seasonal
<u>Duration:</u>	Mondays - Fridays June 11 - August 24, 2018
<u>Hours:</u>	Typically 8:30am - 1:00pm, with additional hours possible. Work schedule may vary, depending on camp enrollment.
<u>Hourly Pay Rate:</u>	$10.00/hour The Camp Program Assistant can receive a 50% discount on <u>one</u> visual or performing arts class or workshop during the summer sessions and will receive invitations to exhibitions and special events. Additional paid hours may be added through community programs and special events as available.
<u>Benefits:</u>	In keeping with your employment classification (see above), you are not eligible for vacation leave, sick leave, or holiday pay.
<u>General Duties:</u>	Help supervise youth in Artistry's Summer Art Camps, including transition time and meal breaks as needed; assist teaching artists in studio management and curriculum delivery; facilitate camper check-in; prepare and organize camp materials as needed.

Application deadline: Friday, May 25th, 2018

Who We Are

Artistry is an independent 501(c)(3) nonprofit organization based in the city-owned Bloomington Center for the Arts. We produce arts experiences of exceptional quality in an accessible, welcoming setting, serving a regional audience of more than 94,000. A key part of our organization's history and values is our commitment to developing talent. Toward that end, we provide opportunities for early-career artists to learn and grow, and for established artists to work in new ways.

What We Do

Theater: From its modest beginnings in the mid-1950s, our theater program now engages the best directors, choreographers, designers, and other theater artists in the region. Artistry

produces six to eight productions per season, including dramas, comedies, and musicals with a critically-acclaimed pit orchestra. Our productions draw an audience of roughly 30,000 from across the Twin Cities metro.

Visual Arts: Artistry showcases the work of emerging and established artists from Minnesota and surrounding states. Each year, we curate 14 exhibitions that span a wide continuum of media and subject matter in two galleries in the Bloomington Center for the Arts, drawing more than 55,000 visits. The galleries are open seven days a week and exhibitions are always free, making them accessible to a large and diverse audience. We offer a welcoming and friendly environment that encourages gallery visitors to explore and learn about artists and the creative process.

Arts Education: Artistry's rapidly-expanding education program has grown from 575 participants in 2010 to more than 7,300 in our fiscal year 2017. We offer year-round classes and workshops at the Bloomington Center for the Arts and bring arts learning experiences to people of all ages and abilities at schools, senior centers, libraries, farmers markets, and shopping centers in Bloomington and beyond. All of our teachers are practicing artists with expertise in their media and an enthusiasm for nurturing creativity.

Public Art and Creative Placemaking: In 2013, we received a matching grant from the National Endowment for the Arts to launch a long-term initiative to work with the City of Bloomington and other partners to transform Bloomington's South Loop into a vibrant, distinctive neighborhood. In July 2015, the Bloomington City Council and Artistry Board of Directors adopted a Creative Placemaking in the South Loop plan to build on phase one momentum. Other public art projects include working with United Properties to facilitate a large exterior installation for the Fresh Thyme Market in Bloomington's Penn-American district.

Information about our organization and programming is listed on our website at artistrymn.org.

SEAC Program Assistant description:
The Summer Arts Camp (SAC) Program Assistant will act as general assistant for Artistry's Summer Arts Camp program. Duties include daily camp check-in, teacher assistance, and supervision of participating youth and teens (grades 1 – 9) during transition times, including daily lunch supervision of campers registered for both morning and afternoon camps.

The SEAC Program Assistant will be expected to:
(1) Help check students in and direct them to their studios
(2) Assist teaching artists in studios
(3) Help oversee the safe use of the studios, materials, and equipment during classes
(4) Help take inventory, stock supplies, and possibly create art examples for teaching artists
(5) Help promote Artistry to the community
(6) Help with other projects as needed

SAC Program Assistant requirements:
The SAC Program Assistant must be able to commit to 10 weeks for a minimum of 20 scheduled hours per week, Monday through Friday between the hours of 8:30am – 1:00pm. Additional afternoon and Saturday hours may be available for additional program assistance. The SAC Program Assistant must be interested in the arts, have some experience working with youth, and some assisting experience in an educational atmosphere. Ideally the SAC Program Assistant will have experience working with youth in an arts setting. This position requires strong organizational and interpersonal skills, dependability, attention to detail, and ability to work independently. The SAC Program Assistant must have reliable transportation. Artistry is on city bus routes.

TO APPLY

Please submit:
1. **Letter of interest**; discussing your prior experience, reasons for applying, and skills that you may bring to this position
2. **Resume**; including personal contact information, prior experience, and related skills
3. **List of three references (at least two professional)**; please include name, title, address, email, and daytime telephone

Please email or mail application to:
Sarah Beggs
Education and Volunteer Program Manager
Artistry
1800 W. Old Shakopee Road
Bloomington, MN 55431
sbeggs@artistrymn.org