

## **Summer Art Assistant Camp Director**

**A one-line description of the job:** Assist in the organization of activities and provide engaging projects to help strengthen camper's appreciation of art while having summer fun.

**Starting pay range: \$15 - \$22**

**Location: Montpelier Arts Center**

**Term (summer or permanent): Summer seasonal or rear round instructor**

**Apply by May 23, 2022 for Best Consideration**

### **Full Job Description:**

Under the direction of the Montpelier Arts Center management team, an Art Camp Assistant Director will assist the Camp Director in the supervision and coordination of children and or teens ages 7 to 17 for in-person, bi-weekly summer camps. They are to effectively organize activities and provide engaging projects to help strengthen their appreciation of art while having summer fun. Camps will take place in an indoor and outdoor setting.

We are looking for several camp staff to work with our campers using the following media and activities: painting, drawing, ceramics, mixed media, digital arts, costume design, and cosplay. These persons should be available to work with our program from June 27, 2022 through August 5, 2022. There will be mandatory camp safety standard training and CPR training that will occur prior to the beginning of camp

### **Duties:**

- Ability to provide new and exciting projects for the specified ages and different abilities.
- Ability to work with individuals with different interests
- Be very knowledgeable about safety procedures in case of an emergency.
- Ability to organize class roster and arrive prompt for all classes.
- Make sure work area is cleaned and organized before, during, and after class is completed.
- Fill out forms for accidents, injuries or other cases and report to Recreation Supervisor.
- Ability to keep attendance and always have an up-to-date class roster.

### **Qualifications:**

- A BFA or an equivalent of such through a combination of education and experience is preferred.
- Related experience of arts/crafts classes.
- Ability to be flexible and dependable.
- Must have experience working with children and teens in classroom.
- Must show a high interest and ability in being creative with the ability to communicate that effectively.
- First Aid/CPR/AED certified is preferred and will be required for in

person workshop.

- Ability to communicate well verbally and in writing.
- Must be able to give directions and follow them as well.
- Must show organization skills and time management effectiveness to carry out their job.
- Ability to make the right decisions and practice good safety awareness in all areas of this position.
- Ability to work well with others including camp staff, supervisor and general public in a respectful and professional manner.
- Must be able to sit or stand for long periods of time, bend and be able to lift a minimum of 30 lbs.

**To Apply:**

Please email a resume and contact information to [Montpelierarts@pgparks.com](mailto:Montpelierarts@pgparks.com).