

Access Arts
Moss Street Ceramic Studio Manager

This position is part-time (20 hours a week), with the possibility of becoming full-time (40 hours a week) as the studio continues to grow. We are looking for a candidate who is excited about teaching clay and has experience in the operation and duties of a ceramic studio. We are looking for someone interested in growing our program with the potential of developing the position into a full-time commitment.

The ideal candidate will have:

- Experience overseeing the operation of a busy community studio space
- Experience making and teaching both wheel-thrown and hand-built ceramics
- Ability to make a minimum 2-year commitment, to provide stability and growth to the studio
- Bachelor's Degree in Ceramics, or equivalent experience and demonstrated skill set

Responsibilities will include:

- Maintaining clear communication with other Access Arts staff, which includes regular, weekly meetings with the Cottle Drive Studio Manager and monthly all-staff meetings with the Executive Director.
- Supervising artist-in-residence and work-study participants, ensuring they fulfill their assigned weekly and monthly tasks
 - Be available to open and close the ceramics studio for community members as necessary. Typically, 4 times a week.
 - The studio manager is responsible for keeping the studio space safe, clean, and in professional condition. This includes all communal areas as well as the kiln room, materials room, pugging room, bathroom, and kiln pad.
- Assisting and training Artists in Residence in using Access Arts equipment (kilns, wheels, mixing glazes, etc.)
 - Be available for critiques and dialogue with Artists-in-Residence about their personal artwork
- Teaching two (2) ceramic classes each 6-week session to a broad range of students of different age ranges and ability levels. The candidate should be able to demonstrate a large array of clay techniques
 - Classes offerings include, but are not limited to:
 - beginning wheel throwing, beginning hand-building, intermediate hand-building, wood-firing, cone 10 gas firing, raku firing, youth clay programming, and areas of personal interest
 - Candidate must have a flexible schedule (evenings and weekends as necessary) to teach adult clay classes

Maintaining studio equipment that includes, but is not limited to:

- 13 electric clay wheels
- Small bluebird clay mixer
- Spray booth
- 6 electric kilns

- Olsen 16, updraft gas kiln
- Raku kiln
- Assorted Kiln Shelves and posts
 - This typically requires replacing elements and relays in electric kilns, soft brick repair for the Olsen gas kiln, and cleaning, scraping, and washing kiln shelves.

Mixing assorted glazes that include, but are not limited to:

- 8 – cone 6 electric glazes
- 4 – raku glazes
- 4 – Cone 10 gas reduction glazes

Helping maintain the supply of raw materials and pre-mixed clay.

- Communicate with Cottle Ceramic Studio Manager about ordering materials needed in a timely manner

Loading, firing, and unloading the following kilns and temperature ranges:

- Electric bisque firings
- Electric cone 6 glaze firings
- Cone 10 gas kiln
- Raku Firings as needed
- Bi-annual community wood firing.
 - This is a 36-hour wood-firing with the candidate expected to take a leadership role in the firing.

Above all, the ideal candidate will monitor the care of the studio to make sure that students, staff, and residents are using safe practices with the materials and equipment.

- This involves visiting the studio, even when classes are not meeting, to see if potential hazards (like clay on the floor and unsafe use of glaze materials) are being avoided and assorted duties are being completed.

Compensation includes:

- Hourly wage of \$15.00 to start
- Health benefits package (Big Tree Medical membership)
- Studio space for personal art-making
- Use of Access Arts equipment for personal art-making
- Enrollment in other Access Arts classes of interest
- Opportunities for professional development, exhibition, and collaboration with other arts professionals

Position to begin immediately upon hire, no later than December 1, 2022.

Please send your Resume, 5-10 images of student work, and 10 images of personal work to: clay@schoolofservice.org.

Please include a Cover Letter describing what you view the role of inclusive community art spaces to be today, in regards to contemporary ceramics.