

Position: Studio Kids TA

Program Dates: June 15 to August 7, 2015

Wage: \$9.00/hr

This is a part time position and is not a work study job.

Position description:

Continuing Education is seeking current MCAD students to help with Studio Kids, our summer art program for children ages 5-11!

Studio Kids introduces students to the world of art and ideas through week-long sessions that combine creative themes with fun and challenging art projects incorporating history lessons, drawing, painting, sculpture, mixed media, and collage. These studio-based courses encourage children to think, design, build, and create in addition to covering technical concepts such as color, line, composition, form, and texture.

More information and this summer's classes can be found on mcad.edu/youth.

Teaching Assistant (TA) duties include but are not limited to:

- Assist the Instructor in delivering that week's curriculum.
- Discuss class content, offer hands-on assistance, and explain project options to students.
- Be a sounding board for the students' ideas and encourage inventiveness and imagination.
- Model good student behavior by staying focused on the material being taught and paying close attention to the project demonstrations.
- If scheduled on Fridays, assist with the student art show for friends and family.
- Maintain a neat and orderly classroom including daily set-up, clean-up, and preparing materials for projects.
- Handle administrative duties for the Continuing Education office.
- Distribute and collect course evaluations from families at the end of each week.
- Supervise the students during their lunch/recess break on MCAD's lawn and engage them in fun, inclusive outdoor activities such as lawn games.
- Endeavor to form positive relationships with students and foster a creative and supportive learning environment.
- Walk students to and from the Children's Theatre Company if they are participating in morning before-care and/or afternoon after-care.
- Prior to the beginning of the summer classes, attend orientation sessions and assist instructors with classroom set up.
- Clean out the classroom at the end of the summer, inventory supplies, and prepare supplies for storage.

Additional information:

MCAD students of all majors are encouraged to apply. Students who have completed or who are participating in the Teaching Artists Theory and Methods course are strongly encouraged to apply. This is a part time position and is not a work study job.

Continuing Education will hire 3-5 TAs for each age bracket (ages 5-8 and 8-11). Typically, there are two TAs on duty during classroom hours. Studio Kids classes are held Monday-Friday throughout the summer at MCAD. Classes for students ages 5-8 meet from 9:00 a.m. to noon and from 1:00 to 4:00 p.m. Classes for students ages 8-11 meet from 9:00 a.m. to 3:00 p.m.

The TA work schedule is determined in June after the orientation session with the instructors. In the event that a week's class is low enrolled, TAs will be contacted as soon as possible regarding schedule changes including reduced hours or class cancellation.

TAs will be working with students under the age of 18, and as such will require a background check as a condition of employment. Additionally, TAs must read, understand, and agree to follow MCAD's policy against sexual violence and sexual harassment.

MCAD is an Equal Opportunity Employer.

Requirements and skills:

- Be a current MCAD student or recent graduate.
- Enjoy teaching and art making with children.
- Have the ability to stand and be active on your feet for extended periods of time and lift objects occasionally.
- Must be adaptable, enthusiastic, patient, self-motivated, communicative, and able to multitask and prioritize.
- When on duty, the TA must devote their full attention to the students. No personal work, phone calls, sending text messages, etc. is to be done during classroom hours.
- Attend training seminars in early summer (dates TBA) before Studio Kids begins.
- Students who have completed or who are participating in the Teaching Artists Theory and Methods course are strongly encouraged to apply.

The application deadline is **March 16, 2015**. To apply:

1. Fill out the online application form:

https://docs.google.com/a/mcad.edu/forms/d/1WIRJK_omzNhsvyJa4OFCQtALCQL9-edDMZ Zz6tOvzrU/viewform?usp=send_form

(Copy and paste link into your browser, if necessary.)

2. Submit a cover letter and résumé to Emily Hietpas via email (ehietpas@mcad.edu) or in person to the Continuing Education office (M105). Thank you for your interest!