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ART
CENTER
EAST

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Inspire, enrich, and interlace Eastern Oregon communities through creative expression.

Job Title: Ceramics Studio Technician

Job Summary

The Art Center East (ACE) Ceramics Studio offers hand-building, wheel-throwing, and other types of ceramics classes to adults, teens, and children in our community.

Ceramics students at ACE receive instruction from Teaching Artists engaged by ACE. Students have access to open studio times and an array of glazing and firing options.

The Ceramics Studio Technician position is a great opportunity for a creative, thoughtful, and dynamic person to help ACE continue developing a sustainable Ceramics Program that shares space collaboratively with other Art Center East programs.

The Ceramics Studio Technician is responsible for managing the operations of the ACE Ceramics Studio, including equipment upkeep, chemicals, cleanliness, kiln firings, etc. The Ceramics Studio Technician also acts as a Teaching Artist at ACE, leading 3-6 ceramics classes per quarter. These classes can include beginning wheel, hand building, youth ceramics, and other intermediate and advanced ceramics classes based on the Ceramics Studio Technician's experience.

As a part of ACE's Youth and Adult Education program, the Ceramics Studio Technician works with ACE staff, studio members, students, and ACE Teaching Artists. The Ceramics Studio Technician will help inspire and expand the ACE Ceramics Studio community and increase interest in the medium.

Hours: Flexible 10-20 hours per week. The hours must be evenly distributed throughout the work week (Tuesday-Saturday), aligning with current studio needs and upcoming ceramics projects.

Job duties

Ceramics Studio Technician duties include:

- Teaching ceramics classes: 3-6 classes per quarter. These classes can include beginning wheel, hand building, youth ceramics, and other intermediate and advanced ceramics classes based on the Ceramic Studio Technician's experience.
- Maintaining organization, cleanliness, and tidiness of ACE Ceramics Studio.
- Managing studio supplies and equipment.

- Maintaining glazes, chemicals, clay, and dry materials. (Mixing glazes/chemicals may take place at Eastern Oregon University, an ACE partner facility).
- Maintaining the studio's stock of recycled clay.
- Independently loading, unloading, and firing bisque kilns.
- Independently loading, unloading, and firing glaze kilns.
- Assisting in finishing/firing ACE students' clay projects and clay works for classes and events.
- Assisting ACE Education Coordinator in recruiting and retaining talented ceramic Teaching Artists.
- Assisting Education Coordinator in recruiting ceramic studio volunteers and interns.
- Communicating and enforcing ACE Ceramics Studio Policies (safety, cleanliness, etc.) when teaching ceramics classes.
- Assisting Education Coordinator in managing ACE's Kiln Share Community Program

Skills/Abilities/Experience

- Thorough knowledge of ceramics equipment and processes
- Excellent skills in creating ceramic art in both hand-built and wheel-thrown forms
- Knowledge of basic glaze-making (preferred)
- Knowledge of running/firing, diagnostics, and repair of electric kilns
- Computer proficiency, including email, Google calendar, Google Drive/Docs.
- Strong social media skills. Training provided.
- Strong communication skills (written and verbal).
- Organized, detailed, disciplined, and process-oriented.
- Precise and methodical cleaning habits. Examples and training provided.
- Excellent interpersonal and customer service skills
- Willingness to work together with volunteer committee members to grow the ACE Ceramics Program.
- Artistic, creative, humorous, and inspiring personality welcomed and preferred!

Physical Activities Required

- Working in a ceramics studio can be physically taxing. Physical activities will include lifting and moving heavy items, standing, and walking. Applicants should be capable of lifting/moving 50 lbs.
- Working in a ceramics studio involves exposure to some chemicals (gas and other materials used in the ceramics process). Wearing a particulate respirator on the face and wearing safety glasses will be required for specific tasks.
- Using power tools, such as drill and angle grinder, bench grinder, etc., is a required activity. Training will be provided.

- Cleaning the ceramics studio involves bending, stooping, standing, and more. Applicants must be physically capable of performing cleaning tasks to the required standard.

Education:

Preferred, but not required: Bachelor of Science/Bachelor of Arts in Art or BFA in Ceramics. Considered: Four years of equivalent experience in ceramics. Applicants who have completed more than four college-level classes in the ceramics medium and who have some experience in ceramics studio operations will be considered for the position. Applicants with four years of practical experience in ceramics or within the artistic medium will be considered for the position. Applicants should **describe their experience in detail** in their resumé.

Other Duties:

Please note that other job activities, duties, or responsibilities may be required of the Ceramics Studio Technician.

Compensation:

- In lieu of monetary compensation, Ceramics Studio Technician may use the ceramics studio during ACE Studio Hours (7:00 am - 10:00 pm, seven days a week).
- Ceramics Studio Technician may fire their own works within scheduled studio bisque and glaze firings.
- Ceramics Studio Technician is responsible for the cost of their own supplies.
- Ceramics Studio Technician will be compensated for teaching ACE ceramics classes at the current ACE Teaching Artist pay rate (each teaching artist chooses either \$8.00 per student per hour of instruction **or** a flat rate of \$30.00 per hour of instruction)

Application Deadline: open until filled

Application Instructions

Please provide the following items:

- Cover letter that describes why you are interested in working at Art Center East and how your work experience relates to this position
- Resumé
- Recommended: two professional references and one personal reference

Incomplete applications will not be considered.

If submitting electronically, application materials must be **saved as a single PDF document with [Your Full Name] Ceramics Studio Technician** in the document title. Please email your application materials to darcy@artcentereast.org.

If submitting hard copy application materials, please mail them to P.O. Box 541, La Grande OR 97850 or deliver them to Art Center East at 1006 Penn Avenue in La Grande.

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