



## ***Become part of AWE's Fleet of Imagination!***

### **AWE Truck Studio Lead Teacher Position Description:**

AWE, Inc. (Artists Working in Education) seeks talented artists or art teachers to deliver hands-on art activities with children through AWE's Truck Studio summer outreach program. AWE Truck Studios are a fleet of four brightly painted trucks loaded with art supplies bringing free art experiences to children at parks and playgrounds in under served Milwaukee neighborhoods every weekday afternoon from June 28 to August 6 this summer. Optional weekday morning and evening, and weekend hours available for community outreach events. Lead teachers work with two college-level art interns and the AWE staff to develop and implement art activities with children ages 4-14 in informal outdoor settings.

#### **Minimum Qualifications:**

- Degree in Art Education, Fine Art, or Art Therapy
- Experience working with children
- Interest and ability in art making and teaching
- Flexibility, enthusiasm, and patience
- Good interpersonal and communication skills
- High-level creative and organizational skills
- Valid driver's license and a good driving record

#### **Desired Qualifications:**

- Teaching experience at the K-12 level and/or experience working with children in informal settings such as playgrounds, camps or after school programs
- Experience supervising others

#### **General Information:**

- A criminal and employment history background investigation will be performed prior to employment offer

#### **Responsibilities:**

- Prepare a weekly written plan for appropriate hands-on art activities according to AWE program goals and objectives
- Lead and supervise planned activities with the assistance of two college-level intern/assistants
- Participate in staff planning and evaluation meetings preceding and during the program session as necessary
- Distribute weekly program flyers with intern/assistants in park neighborhoods
- Drive Truck Studio van to and from program delivery sites; fill the truck with gas (as needed)
- Record van mileage (daily)
- Keep a daily journal describing children's responses to art activities, general park atmosphere, notes and suggestions for improvement and submit entries at the end of each week
- Supervise and evaluate intern/assistant performance
- Oversee program participation records
- Maintain Truck Studio inventory and notify Truck Studio Program Coordinator of any supply shortages
- Notify Truck Studio Program Coordinator by telephone of any emergency
- Forward any incident reports to Truck Studio Program Coordinator
- Other duties as assigned by the Truck Studio Program Coordinator

With intern/assistants:

- Set up studio activities to begin on time
- Clean up area and stow supplies in van

**Schedule:**

This is a part-time position during the six-week period, from June 28 to August 6. Lead Teachers will be required to attend meetings prior to the start of the program to develop a written plan for art activities appropriate to the non-traditional setting and goals of the program. Program hours are 1:00-4:00 pm weekdays. Staff arrives at the playground for setup at about 12:45pm and leaves after cleanup at about 4:15pm or as necessary. In addition, each team meets with the Truck Studio Coordinator until 5:00pm once a week. Staff is compensated for required training, to be held on June 18<sup>th</sup> and June 19<sup>th</sup>. Optional weekday morning and evening, and weekend hours available for community outreach events. Pay is \$3,250.

**Application Procedure:**

- letter of interest
- completed pre-employment application
- resume
- a list of three professional references with contact information

**\*Applications missing any of the above items may not be considered.**

**Application Deadline: April 12, 2010**

**Contact:** Program Coordinator Mary Osmundsen for more information about the application procedure at the AWE office by phone: (414) 933-3877 or by e-mail: [mary@awe-inc.org](mailto:mary@awe-inc.org)