



- Job Title:** ARTPrenticeship Artist Mentor
- Location:** Waco, TX; location dependent on specific project
- Reports to:** ARTPrenticeship Program Director, Creative Waco Executive Director
- Pay:** Contract work stipend paid in two installments of \$1750, totaling \$3500; Pay disbursed by check on June 28 and July 31.
- Dates:** Summer program: May 10, 11, 18, 25; May 27-July 31  
Mandatory orientation session: May 3  
Most projects will last 4-12 weeks. Length of projects may vary from project to project. (Creative team will not meet to work July 4-7 in observance of Independence Day holiday)
- Hours:** Total hours for this project are estimated at 120 to a maximum of 200 hours. Schedule will likely amount to 10-12 hours work weekly on a virtual or in person basis (dependent on COVID numbers), and in-person painting or film hours at the mural site once studio hours are complete.
- Application deadline:** April 19, 2024. Send resume, cover letter and work samples to [stefanie@creativewaco.org](mailto:stefanie@creativewaco.org)

**Creative Waco's ARTPrenticeship program** is being developed in collaboration with Waco ISD and local sponsors. It is a work experience based program with the goal of aiding Waco's young creatives develop workforce skills while creating works of public art that reflect the community's values.

### **Program Description**

Creative Waco is hiring creative professionals to help lead projects, mentor apprentices (ages 16-21) and guide projects to successful completion. We are offering paid arts-based job training and creative opportunities for youth and professional teaching artists/creatives.

Teaching Staff work side-by-side with local youth to create public art and community impact projects. Teaching artists have the opportunity to build their portfolios, network with other local creative and mentor youth to complete a high-profile community project.

The majority of available jobs are in painting. Projects can also include illustration, digital imaging, drawing, photography, film, art therapy, and graphic design.

The ARTPrenticeship Program emphasizes team-teaching and encourages the development of each apprentice's work-readiness skills like time management, public speaking, teamwork, critical thinking and problem solving. The ratio of professional artists to apprentices is typically 1:4 for hands-on

learning and is based on team size and budget. Teaching Staff are employed to mentor and manage dedicated groups of apprentice artists to produce high-quality works of art.

As in traditional apprenticeships, professional artists lead the project design and are greatly involved in the artistic outcome so that apprentices learn and improve artistic skills and techniques. Each project will have a Program Manager and a support staff made up of Teaching Artists and/or Assistant Teaching Artists and Design Consultants.

### **Requirements**

- Must be at least 22 years old
- BFA; graduate degree or *commensurate experience* in the arts and education; this includes graduate students and persons pursuing other forms of certification etc.
- Must possess excellent written, verbal, telephone and interpersonal communications skills
- Must be detail-oriented and have excellent organizational, problem-solving and decision making skills as well as the ability to produce presentations within deadlines
- Must be able to demonstrate proactive, leadership with ability to take initiative, balance priorities and meet deadlines
- Ability and willingness to teach to varying degrees of artistic knowledge and ability, and to do so with a positive and constructive demeanor and learning style
- Ability to exercise sound judgment and demonstrate working collaboratively with teams and apprentices
- Desire to learn teaching skills, new artistic platforms and techniques
- Experience and ease meeting and socializing with people from diverse backgrounds
- Excellent personal and professional references
- Ability to take direction from Program Manager in order to successfully execute the project assigned

### **Teaching Artist Responsibilities**

- Lead by example and model professionalism to junior artists, interns and apprentices through conduct, attitude, attendance and punctuality and to perform all assigned tasks with integrity and a positive work ethic
- Help complete project goals, achieving excellent results both in artwork quality and apprentice experience
- Work with fellow Teaching Staff in all areas of planning, including a mandatory staff orientation and a pre-program project meeting
- Work with other staff to maintain clean workspace and equipment, as well as help conduct final cleanup and inventory all supplies
- Adhere to procedures and safety protocols, taking on additional responsibilities as needed to ensure the safety of the team and worksite
- Attend Red Cross certification training if required
- Attend all mandatory orientations, planning meetings and wrap-up sessions
- Share technical and professional skills with apprentices
- Assist fellow Teaching Staff in leading small groups of apprentices to execute the project
- Attend at least one meeting with fellow Teaching Staff prior to the start of program and attend a weekly project meeting
- Enforce Creative Waco and ARTPrenticeship policies and rules in a fair, impartial manner

- Perform other tasks appointed by Program Manager and Creative Waco staff
- Serve a role model and mentor to apprentices and project teams

### **The successful candidate will**

- Work collaboratively with and in support of all Creative Waco team-members
- Adhere to the utmost ethical standards
- Be intuitive, considerate and kind
- Have a passion for the arts, education, creative enterprise and promoting healing through art
- Be an excellent representative of Creative Waco
- Be a team-player, hard-working and an independent achiever with a “can do” attitude
- Must be comfortable in a fast-paced environment with frequent deadlines
- Be flexible, optimistic, and constructive with a good sense of humor

### **Application process**

1. Upload a cover letter, current resume, work samples and a letter of recommendation or references. **Email to: stefanie@creativewaco.org**
2. Selected applicants will be invited to interview. All applicants will be notified of hiring decisions by April 22.

### **About Creative Waco and our partners:**

Creative Waco is a nonprofit organization with a vision to grow and support a thriving cultural and creative community in Waco.

In collaboration with Waco ISD, Triple Win Waco, and other local sponsors, our goal is to offer an enriching arts-based work experience for our community's youth.

To learn more, visit **CreativeWaco.org**