

# Flint Institute of Arts

## Art Instructor for Teen Programs

### Part-time, Contract-based

#### Job Description

<b>Title</b>	Administrative Assistant of the Art School
<b>Department(s)</b>	FIA Art School
<b>Reports to</b>	Director of the Art School

#### Job Summary

This position is responsible for developing and teaching a variety of Art School courses for teens including drawing, painting, sculpture, ceramics, portfolio development, and more. Most youth classes are held after school and on weekends.

#### Summary of Essential Position Responsibilities

- Develop and teach age-appropriate, skills-based visual art courses for teens
- Organize and maintain relevant supplies and studio functionality
- Develop and teach community visual arts workshops and outreach
- Develop and teach summer arts camp programs
- Other duties as assigned by Art School Director

#### Minimum Requirements

- B Bachelor's degree in studio art or art education
- Demonstrated arts and teaching experience

#### Abilities Required

- Strong interpersonal skills
- Effective writing and communication skills
- Regular evening and weekend availability

#### To Apply

Send cover letter, resume, samples of personal and student artwork, three sample course proposals, and list of 3 references to:

#### Art School Teens Instructor Search

Flint Institute of Arts  
1120 E. Kearsley St.  
Flint, MI 48503  
[arted@flintarts.org](mailto:arted@flintarts.org)

**NO PHONE CALLS, PLEASE.**

#### Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed. Revised 2020.