



JOB DESCRIPTION

Youth Art Assistant (*Part-Time*)

FLSA Status: Non-Exempt

Reports to: Manager of Teen Programs

Salary Range: \$20 per hour

Date Revised: October 31, 2024

Hours, Attendance & In-Person/Remote/Hybrid Expectations

Hours/week: 15 hrs/wk

Typical hours/Shifts: Tuesdays and Wednesdays (2:30 PM to 7:30 PM); Thursdays (2 PM to 7 PM) during the Boston Public Schools year

In-Person/Remote/Hybrid Expectations: 100% in-person.

Purpose

We are seeking a passionate and dedicated Youth Art Assistant to support our Teen Bridge program. Teen Bridge serves a cohort of high school students who are participating in a visual arts, woodworking, and creative economy intensive. This role involves supporting teens during art activities (e.g., drawing, painting, printmaking, clay) and through mentorship, as well as creating a nurturing environment where teens can thrive artistically and personally.

The position offers opportunities for professional development and growth within the arts community. Additionally, the youth art assistant will be able to practice mentoring teens and assisting with visual arts activities in an educational context.

The Youth Art Assistant will work during Teen Bridge open studio and classes, as well as assisting with set up and clean up.

Essential Duties & Responsibilities

- Assist in providing visual arts feedback to teens, focusing on skill development and artistic exploration.
- Provide mentorship and guidance to students
- Engage with students' diverse backgrounds and experiences, promoting an inclusive environment.
- Attend program meetings and training sessions as required.

Qualifications

- Ages 19-24
- Enjoys making art; has some experience with or is interested in learning woodworking
- Enjoys working with teens and providing supportive feedback

- A commitment to fostering an inclusive and joyful environment for all students.
- Lived experience with diverse Boston neighborhoods is highly desirable
- Bilingual in English and Spanish is a plus

The Eliot School seeks to contribute to a more just and equal world. As we design our programs and spaces to pursue equity, we are currently asking ourselves: How do all parts of our school enact our mission to inspire lifelong learning in craft and creativity for all? This position works with organizational leadership to develop and implement long-term vision and present-day program implementation based on a commitment to racial equity.

Supervisory Responsibilities

None

Physical Demands & Work Environmental Factors

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to:

- Lift items weighing at least 20 lbs. at times.
- Climb 1 to 3 flights of stairs.
- Walk over uneven terrain such as the Eliot Schoolyard.
- Travel to partner sites and other work-related locations.

Environmental factors include:

- LED lighting
- Noise from woodworking machines
- Forced air heating (in Annex) and/or radiator heat (in Schoolhouse)
- Limited air conditioning
- Efforts can be made to limit scented cleaning products, upon written request.

To Apply:

Fill out the application form (<https://forms.gle/ppw8AjxorLzdXw9R7>), then complete an in-person interview.