



Title	Jewelry/Metals Casting Instructor
Department(s)	Jewelry/Metals & Stone Studios
Reports to	Jewelry/Metals & Stone Studios Manager
FTE	Part-Time, Hourly. Current opening is for 4 hrs/wk, Tuesdays from 6-10 pm. Additional paid prep time for each class. Position starts May 13 th 2025
Exempt Status	Introduction to Lost Wax Casting Exempt

Pratt Fine Arts Center is seeking a highly motivated and skilled **Jewelry/Metals Casting Instructor** to join its dynamic team.

Job summary

The Jewelry/Metals Instructor is responsible for creating engaging curriculum and learning experiences for Pratt students in the Jewelry/Metals Studio. Responsibilities will include teaching Introduction to Lost Wax Casting class and an occasional special topics class, such as Continuing Lost Wax Casting, Advanced Lost Wax Casting, and Production Runs. Must be able to clearly communicate technical information to students regarding the process of lost wax casting: introducing students to wax carving and molding for jewelry/metals with set stones, as well as creating successful molds with a variety of materials, using the centrifugal casting unit, and finishing a casted piece. This includes maintaining a safe classroom environment as well as manage and maintain the kiln schedule for students during the duration of the classes. Commitment to fostering a universally welcoming and respectful environment, with centering racial equity as Diversity, Equity, and Inclusion (DEI) is a core value at Pratt. Instructor will be responsible for preparing their own curriculum and supply list for classes which will be approved by studio manager.

Pratt Fine Arts Center is an equal opportunity employer and is committed to diversity, equity, and inclusion. Preferred candidates will be able to demonstrate an understanding of systemic oppression and the ability to apply an anti-racist lens to all work at Pratt. Black, Indigenous & People of Color (BIPOC) are encouraged to apply.

Required

- Ability to develop and facilitate engaging metalsmithing courses that incorporate a balance of experiences including demonstration, lecture, discussion and independent work time
- Proficiency leading and connecting with students in an intimate class setting of 3 to 12 adults at various skill levels and abilities.
- Strong organizational skills, relevant to class preparation and administrative tasks.
- Timely communication in email correspondence, deadlines, turning in waivers, reimbursements, class evaluations, incident reports, etc.
- Competence in working independently to prep class supplies.
- Create class hand-outs and/or informational signage that support students in key learning key terms.
- Willingness to help build consistency in the Pratt jewelry/metals program by aligning to common maintenance and organizational studio norms.
- Collaborate with other instructors to maintain consistency in the Jewelry/Metals curriculum.

- Punctuality, respect, and adherence to guidelines for maintaining shared studio and storage spaces.
- Ability to stay current on and share opportunities for students such as Studio Access, and scholarship opportunities.
- Share Pratt's broader mission with students: a quick tour through all the studios, highlight the contribution of namesake Edwin T. Pratt, racial equity core values, and other supplied talking points as provided.
- Adherence to Pratt policies and Jewelry/Metals Studio procedures

Desired

Prior experience teaching jewelry/metals casting classes and workshops.

Broad knowledge of casting and jewelry-related topics, trends, processes, and skills

Ability to lend sample objects for on-campus exhibition spaces.

Engagement in the wider metalsmithing or creative communities

Familiarity with the Central Area, local arts organizations, or related institutions

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

Compensation

\$ 36/hr, instructors are hired as employees and Pratt pays the employer's share of employment taxes

It also includes in-kind benefits in the form of accrued sick time, Pratt annual membership at the Master level, limited studio access during the weeks the class is held, and, for instructors who teach more than 60 hours in a year, credit towards classes. These benefits are non-transferable.

Application Requirements

Please send the following to Miles Schlagel, Jewelry/Metals and Stone Studios Manager at mschlagel@pratt.org:

- Cover letter detailing your interest and qualifications. In addition, please include relevant experience with lost wax casting, DEI (diversity, equity, and inclusion) initiatives or experience working with communities of color
- Resume
- Three (3) embedded images of your casted jewelry/metals work
- Two (2) professional references

Application Deadline

Sunday April 6th, 2025

Questions: Contact Miles Schlagel, *Jewelry/Metals & Stone Studios Manager*, mschlagel@pratt.org

Pratt Fine Arts Center is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, political affiliation or veteran status in employment, membership or educational programs and activities. Furthermore, Pratt Fine Arts Center is committed to retaining a racially diverse team. Black, Indigenous, & People of Color (BIPoC) are encouraged to apply.