



Title	Woodworking Instructor
Department(s)	Wood Studio
Reports to	Wood Studio Manager
FTE	Part-Time, Hourly. Current opening is for 4 hrs/wk, Monday from 6-10 pm. Position starts January 2020
Exempt Status	Exempt

Pratt Fine Arts Center is seeking a highly motivated and skilled **Woodworking Instructor** to join its dynamic team.

Pratt Fine Arts Center is an equal opportunity employer and committed to diversity, equity, and inclusion. People of color are encouraged to apply.

Job summary

The Woodworking Instructor is responsible for creating engaging curriculum and learning experiences for Pratt students in the Wood Studio. Responsibilities will include teaching Beginning Woodworking class (which has a set curriculum) and an occasional special topics class, such as quick pocket hole joinery projects, picture frames or wood theory & joinery. Must be able to clearly communicate technical information to students while maintaining a safe classroom environment. 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 supplies for class.

Required

- Ability to develop and facilitate engaging woodworking 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 8 adults at various skill levels and abilities.
- Strong organizational skills, relevant to class reparation 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 to that support beginning woodworkers in learning key terms, milling process and using the equipment.
- Willingness to help build consistency in the Pratt woodworking program by aligning to common maintenance and organizational studio norms.
- Collaborate with other instructors to maintain consistency in the Beginning Woodworking 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 Wood Studio procedures

Desired

Prior experience teaching woodworking classes and workshops.
Broad knowledge of wood-related topics, trends, processes, and skills
Ability to lend sample objects for on-campus exhibition spaces.
Engagement in the wider woodworking 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

\$ 28/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 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 Kim McIntyre, Wood Studio Manager at kmcintyre@pratt.org:

- Cover letter detailing your interest and qualifications. In addition, please include experience with DEI (diversity, equity, and inclusion) initiatives or experience working with communities of color
- Resume
- Two (2) embedded images of your woodturning work
- Two (2) professional references

Application Deadline

Oct 10th, 2019

Questions: Contact Kim McIntyre, *Wood Studio Manager*, kmcintyre@pratt.org