

## April Break Camp Instructor

<b>Reports to:</b>	Director of Learning & Public Programming
<b>Department:</b>	Curatorial/Education
<b>Type:</b>	Temporary, Hourly
<b>Term:</b>	January – April 2022
<b>Hours:</b>	Planning time is flexible. Must be available April 11 – 15, 2022
<b>Compensation:</b>	\$24/hour (up to 50 hours total)

### BELLEVUE ARTS MUSEUM MISSION

Bellevue Arts Museum provides a public forum for the community to contemplate, appreciate, and discuss visual culture. We work with audiences, artists, makers, and designers to understand our shared experience of the world.

### SCOPE OF POSITION

The April Break Camp Instructor develops and teaches BAM's April Architecture & Urban Design Camp. The goal of BAM's camp programs is to actively engage youth in the exploration of art, craft, and design in a fun camp environment. This position works closely with the Director of Learning & Public Programming and the Camp Assistants to plan all aspects of the week-long architecture camp, including logistics, curriculum, classroom management, art projects, and other camp activities and games.

All camp projects and art activities should relate to BAM's mission and themes in the Biennial exhibition, including gallery explorations throughout the Museum. The architecture and urban design theme is a new BAM camp in relation to our biennial exhibition, so there is no set curriculum or prescribed projects. The instructor will have the freedom to create their own plan, projects, and daily schedule.

The instructor is responsible for leading the Architecture & Urban Design Camp by engaging kids in fun, new, and challenging art projects and other activities throughout the week. They must be able to communicate consistently and effectively with parents about camp activities and any concerns that arise, and create a daily newsletter for parents.

### *Camp Schedule*

**April 11 – 15:** Architecture & Urban Design (ages: currently in 3rd – 5th grade), Full-Day

This full-day camp is 9am – 3pm, with Instructor work hours as 8:30am – 4pm.

### RESPONSIBILITIES & DUTIES

#### *Spring Break Camp Program Planning*

- Develop a curriculum and art projects for all five days of camp that create opportunities for individual artmaking and collaborative teamwork-based experiences.
- Relate themes and activities to BAM's mission and make connections to exhibition themes.
- Work cooperatively with the Director of Learning & Public Programming to finalize camp logistics, projects, and schedule.
- Create supply list with attention to budget.
- Assist in interviewing and training Camp Assistants, when possible.

#### *Spring Break Camp Teaching and Management*

- Create a fun, focused, and safe environment for campers.
- Teach and facilitate art projects, games, and other fun camp activities.
- Communicate with parents about camp projects, events, and any behavioral problems.

- Oversee the volunteers, as they assist with camp facilitation and communication.
- Communicate with Director of Learning & Public Programming about needs and issues as they arise.
- Create and send daily newsletter of camp activities to parents.
- Organize an end-of-camp art show on Friday, April 15 for the last 30 minutes of camp.

### QUALIFICATION & SKILLS

- Degree in education, studio art, craft, design, art history, or related field desired (or equivalent experience).
- One to two years' direct experience working with young audiences, preferably in an arts education, summer camp, or classroom setting.
- Experience working with elementary school-aged children with various abilities.
- Experience with classroom management or groups in informal learning settings.
- Friendly, open attitude and passion for working with children.
- Ability to work independently and collaboratively with staff and students.
- Strong customer service skills utilizing courtesy, tact, and good judgment.
- Strong organizational, planning, and time-managements skills.
- Flexibility and problem-solving skills.
- Excellent oral and written communication skills.
- Clearance of criminal background check.

### COVID-cautious CAMP

All BAM camp program protocol and schedules will respond to the most up-to-date information from [Washington State Department of Health](#) and are subject to change. The Director of Education will work with the instructor to create COVID-cautious protocol and policies for the camp. The instructor will be required to show proof of vaccination from COVID-19 in accordance to state guidelines for educators working with children.

### TO APPLY

Pleas submit the following: 1) a brief cover letter focused on your experience creating an inclusive learning environment for children, 2) your résumé, and 3) two art project ideas for the architecture and urban design theme. Images are helpful, but not required. Send to **Emma Cantrell, Director of Learning & Public Programming** at [hr@bellevuearts.org](mailto:hr@bellevuearts.org). Phone calls not accepted. **Deadline to apply is January 25, 2022.**

*Bellevue Arts Museum is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.*