

## Drawing & Painting Instructor

PoMoArts is seeking a **qualified and enthusiastic Drawing & Painting Instructor** who is passionate about teaching and working with children, youth, and adults in group programs. Ability to offer instruction in drawing and oil painting is required.

### POSITION SUMMARY

Under the direction of the Arts Program Manager, the Fine Arts Instructor brings a high level of skill along with unique ideas that will enhance and build on the programs currently offered at the Arts Centre. Each Fine Arts Instructor will offer program delivery related to their area of expertise.

### DUTIES & RESPONSIBILITIES

Reporting directly to the Arts Program Manager, the Fine Arts Instructor is responsible for the following.

#### Program Design & Delivery:

- Design, plan, and deliver programs, appropriate to student abilities, that align with the values and branding of PoMoArts
- Share professional knowledge and fundamental techniques with students to enhance their experience and development as artists, such as providing constructive feedback to students on their work, methods, technique development, and artistic goals
- Prepare materials for class use and maintain a clean and orderly instruction space
- Instruct students in proper care and use of tools and equipment
- Control use of materials, equipment and tools to prevent loss or abuse, and be proactive in creating efficient set-up and clean-up for each session
- Ensure safety procedures are observed at all times and share suggestions on possible procedure improvement with the Arts Program Manager
- Provide list of needed supplies and program details (draft title and description, rough program outline, proposed age ranges and duration) when confirming term availability
- Follow current guidelines for program supplies and submitting approved expenses within a month of purchase
- Build a positive program environment for students, be engaged and enthusiastic during sessions; be open to ideas and feedback in order to keep programs relevant, interesting, and students engaged
- Communicate respectfully and positively with students, parents, and staff; be proactive about information sharing and asking for clarification as needed
- Be punctual and prepared for each program session, meeting, deadline, etc.

#### General Instructor Roles Include:

- Any other tasks that may be reasonably required of this position

### EDUCATION

- Fine Arts degree or Post-secondary degree or equivalent training and experience

### EXPERIENCE

- Excellent ability to design, plan, and deliver Fine Arts programs

- Proven experience in creating and teaching drawing and oil painting, showcasing a strong artistic portfolio and successful student outcomes
- Minimum 2 years of experience in a teaching position or equivalent experience
- Strong ability to communicate positively with students, parents, and staff
- Demonstrated ability to be responsible and punctual
- Enthusiastic about arts and teaching, with a teaching approach that encourages participation and student engagement
- Demonstrated ability to work with participants of all ages, social, cultural, and ethnic backgrounds

**Assets:**

- Working knowledge of a second language
- Current First Aid and CPR certification (level 1 or equivalent)

**RENUMERATION AND CONDITIONS OF WORK**

Starting at \$28 per hour, pay will be commensurate with education and previous teaching experience. PoMoArts coordinates space, scheduling, registration and program. Criminal Record Check with Vulnerable Sector check required prior to starting work.

**HOW TO APPLY**

Please submit your application to Bronwen Marsden, Arts Program Manager, with this following information to [jobs@pomoarts.ca](mailto:jobs@pomoarts.ca):

- Cover letter and resume including previous teaching experience and all personal training
- Supporting materials: artistic portfolio, website links, etc.

**ABOUT US**

Housed in the historic Old City Hall and Appleyard House buildings in the heart of Port Moody, PoMoArts is a cultural hub for arts and education. With a mission to promote participation in the arts, we offer a full range of visual, ceramic, music, performing, fibre, and media arts programming for people of all ages and experience levels to explore their creativity. Visit [pomoarts.ca](http://pomoarts.ca) for more details.

*PoMoArts is committed to recruiting a diverse workforce that represents the community we so proudly serve. Indigenous applicants, people of colour, all gender, LGBT2Q+, and persons with disabilities are encouraged to apply.*

Thank you for your interest in PoMoArts!