

BOYS & GIRLS CLUBS OF CENTRAL MINNESOTA
Position Description

Job Title	Visual Arts Mentor
Department	Program
Reports To	Unit Director
FLSA Status	Non-Exempt
Work Schedule	Full-time (40 hours per week) Typical work schedule is Monday through Friday, 1 - 9 p.m.

Job Summary:

Under general supervision of the Unit Director, the Visual Arts Mentor will design and implement a rich visual arts program focused on painting, chalk, pastels and drawing. Programming may also include youth-designed fashion and costuming, technical illustration, draping, pattern-making, construction, sewing and computer-aided design, fashion and textiles. Programming must incorporate youth voice, hold youth to high expectations, provide hands-on skill building with current technology and equipment, engage the community and culminate with high-profile public events.

Essential Duties and Responsibilities

Provide arts instruction to youth ages 10 and up

- Establish and maintain, in collaboration with youth, an environment of physical and emotional safety based on respect at all levels.
- Implement visual arts programming through the 10 Success Principles, maintaining the integrity of each Principle as detailed in the *Something to Say* research report.
- Provide hands-on, experiential learning through visual arts based upon results of Club implemented youth surveys and focus groups.
- Lead 6-week arts programming blocks throughout the year: Two in the fall, two in the spring and two-week camps in the summer. Each session should consist of skill development classes at least twice a week for two hours and at least one 3-hour open studio time.
- In collaboration with the Youth Arts Initiative team, organize and implement at least two high profile public culminating events for programs.
- Adhere to all requested program evaluation and documentation protocol detailed by Boys & Girls Clubs of Central Minnesota, BGCA and Research for Action Evaluation Consultants (RFA).
- Provide additional arts programming for youth ages 5-9.

Develop and Deliver Relevant High Quality Visual Arts Training

- Provide youth participants skills and guidance for creating their own original artwork of relevance and personal importance through the visual arts.
- Design skill development and open studio classes for ALL skill levels (non-artists, beginner, intermediate and advance artists).
- Include training in a variety of visual arts media, with specific focus on pastel/chalk drawing and oil/acrylic painting, as well as other media driven by the interests of the youth.
- Lead skill development/open studio time, and time for peer to peer learning.
- Expose youth to various forms of visual arts, specifically pastel/chalk and oil/acrylic art.

- Encourage youth to build, critique and present their own portfolios, find their preferred medium and work independently within the group setting.
- Ensure that quality arts entries are developed for the National Fine Arts Exhibit program and ImageMakers photography exhibit.
- Educate young artists on professional equipment and proper usage of materials.

Serve as a Full Time Club Staff, Youth Mentor and Youth Arts Initiative Team Member

- Participate in all required and recommended Club trainings and staff meetings.
- Serve as an adult mentor to all Club youth.
- Serve as a champion for high quality arts making and lead professional development workshops/trainings in the arts and the 10 Success Principles for other Club staff.
- Actively collaborate, provide support and resources to Youth Arts Initiative team, board members and other organizational leadership.
- Actively participate in all required site visits, conference calls, group trainings, meetings and professional development opportunities detailed by Boys & Girls Clubs of Central Minnesota, BGCA, RFA and members of the Wallace Foundation. Some travel will be required.

Required Knowledge, Skills and Abilities

- Demonstrates commitment and dedication to visual arts.
- Demonstrated ability to work with youth in a Boys & Girls Club environment.
- Ability to work in a team environment.
- Ability to build community partnerships to support the program.

Education and Work Experience

Education Bachelor’s degree in the arts or equivalent experience

PHYSICAL REQUIREMENTS

Visual: Normal acuity required daily for making color distinction, depth of sight, preparing/analyzing figures, computer use, and written records 8+ hours

Communication: Able to express thoughts and ideas in an accurate and understandable manner through verbal and written format with internal and external contacts 8 hours per day

Movement: Ability to maneuver within work site 6-8 hours per day

Lifting/Pulling/Pushing/Carrying: Able to comfortably move and manipulate up to 30 lbs of weight up to 4-6 hours per day

Travel: Required to travel by car or by plane 3-4 times per year to attend the Arts Program Symposium, the National BGCA Arts Conference and trainings with cohort Clubs in Wisconsin.

ACKNOWLEDGEMENT AND SIGNATURE

I acknowledge that I have read the above job description and understand the requirements of the job. I understand this job description provides a general outline of job responsibilities and requirements and is not intended to be all-inclusive. I also understand that job responsibilities and requirements may change at any given time based on organizational and departmental needs. I acknowledge and agree this job description does not establish any employment contract between the Boys & Girls Clubs of Central Minnesota and me.

Employee Signature

Date

10 Success Principles for High Quality Arts Programming

Detailed in the *Something to Say* research report by the Wallace Foundation

1. Instructors are professional, practicing artists, and are valued with compensation for their expertise and investment in their professional development.
2. Executive Directors have a public commitment to high-quality arts programs that is supported by sustained action.
3. Arts programs take place in dedicated, inspiring, welcoming spaces that convey the programs' high ambition and affirm the value of art and artists.
4. A culture of high expectations for participants' engagement, effort, and respect for creative expression is established and maintained. Youth participants are affirmed as artists.
5. Programs culminate with high-profile, well-designed, public events with real deadlines and audiences.
6. The development of positive relationships with adult mentors and peers that foster a sense of belonging and acceptance is encouraged and supported.
7. Programs are shaped with active, real-time influence and input of youth participants on program content and approach. Youth are engaged in meaningful leadership roles.
8. Programs are built around hands-on skill building that uses current equipment and technology.
9. Programs strategically engage key stakeholders—including parents /caregivers, site staff, and community—to create a network of support and sustainability.
10. Programs provide a safe place for youth - both physically safe and emotionally safe.