



# PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

**Professional Teaching Artist – Jewelry/Metalsmithing Instructor & Studio Monitor  
(SW Portland - Multnomah Arts Center) Submission Deadline: 9 AM – Wednesday, October 17, 2018**

Portland Parks & Recreation values a diverse workforce and seeks ways to promote equity and inclusion within the organization. PP&R encourages candidates with knowledge, ability and experience working with a broad range of individuals and diverse communities to apply. PP&R encourages candidates that can fluently speak more than one language.

## Description

Multnomah Arts Center, a program of Portland Parks & Recreation, is currently looking for qualified individuals interested in teaching Jewelry/Metalsmithing to a diverse community. MAC instructors are dedicated professionals with a strong arts background and a commitment to community arts education. For over 40 years, MAC has been providing high-quality arts instruction and participation in the performing and visual arts to the community. MAC provides a lifetime of learning opportunities, connections with community and culture and artistic development.

- Starting January 2019 - the initial schedule is for 3.5 hours per week teaching Metals I, depending on enrollment and 3-6 hours per week as studio monitor.
- Starting pay rate for teaching hours is \$20-26 per hour, and studio monitoring \$15.25-\$17.50/hr, depending on experience.
- Some prep time is included.
- This position is part-time (maximum 1600 hours per year).
- This position does not include benefits.

## Potential Work Schedule – Starting Winter/Spring 2019

- Weekly Adult Metals classes are generally 3 hrs and typically run from 8 – 10 weeks, current need for winter term is for an instructor available in the evenings from 6:30pm – 9:30pm.
- One-Day or Weekend Jewelry/Metals Workshops focusing on special techniques, formats or concepts for Ages 16 & Up
- Intergenerational Metal Arts Workshops (project-based workshops for youth ages 8-12 accompanied by an adult) – for those interested.
- Open studio monitoring shifts will also be available.
- Instructors are encouraged to propose new classes and workshops in this medium.
- Future schedules are determined by mutual agreement.

## Current Schedule Need:

- **Studio Monitoring** – 3 hr open metals studio sessions for MAC metals students on Friday evenings 6:30pm – 9:30pm plus other dates as available. Duties include – attendance, monitoring students, equipment and supplies.

## Additional Opportunity:

- **Jewelry/Metalsmithing I – Intro to Fabrication Ages 16 & Up**  
*Explore fundamentals of fabrication with nonferrous metals such as copper, brass and sterling silver. Through assignments, gain experience in sawing, filing, silver (torch) soldering, polishing, and basic patination. Chain-making and the elements of design may also be introduced.*

Continued next page...

**Multnomah Arts Center**  
7688 S.W. Capitol Hwy.  
Portland, OR 97219  
Tel: (503) 823-2787

**Administration**  
1120 S.W. 5th Ave., Suite 1302  
Portland, OR 97204  
Tel: (503) 823-7529 Fax: (503) 823-6007



### **Minimum Qualifications Required**

- Has a degree in art or equivalent professional experience with a strong emphasis in metalsmithing/jewelry.
- Has at least 500 hours of recent classroom teaching experience, including curriculum planning.
- Can teach skill-based curriculum and safety procedures.
- Can foster a positive, supportive classroom environment for a diverse student base.
- Can maintain all appropriate documentation such as records, lesson plans, handouts, safety information, and attendance. Able to safely set up and operate common metalworking equipment, including acetylene/air torches, drill press, rolling mill, hydraulic press and hand tools.

### **The Ideal Candidate**

- Practicing metalsmiths/jewelers preferred.
- Can work with the changing demands of our community and contribute with enthusiasm.
- Works well with others and is comfortable sharing a space with other instructors and common studio rules.
- Interest in being part of the thriving metal arts program at Multnomah Arts Center, and nurturing our growing metals community.
- Respect for other instructors and the myriad of possible ways of performing most metalsmithing techniques.
- Has excellent communication skills and ability to adapt lessons for students with various learning styles.

### **Physical Demands:**

- Ability to lift heavy materials (up to 25 lbs.).
- Ability to work in with some solvents and chemicals when demonstrating metalsmithing machines, tools, and processes.

### **Nondiscrimination Policy**

It is the policy of the City of Portland that no person shall be discriminated against based on race, religion, color, sex, marital status, family status, national origin, age, mental or physical disability, protected veteran status, sexual orientation, gender identity or source of income. The City values diversity and encourages everyone who is interested in employment with the City to apply. If you wish to identify yourself as an individual with a disability under the Americans with Disabilities Act of 1990 and will be requesting accommodation, the requests must be made to the Analyst(s) named below No Later Than the Closing Date of This Announcement. The City is an Equal Employment Opportunity/Affirmative Action Employer.

If you are requesting Veteran's Preference, attach a copy of your DD214/DD215 and/or Veteran's Administration letter stating your disability to your profile. You must request Veteran's Preference AND include a copy of your documentation for each recruitment you apply for. Veteran's Preference documentation must be submitted with your application.

**To apply for this position:** Submit a cover letter, résumé, examples or links to your artistic work, and at least three references to: [Nicole.Rawlins@portlandoregon.gov](mailto:Nicole.Rawlins@portlandoregon.gov); or submit the information to Multnomah Arts Center, Attention: Nicole Rawlins 7688 SW Capitol Hwy, Portland, OR 97219.

**No phone calls please.**