



**The Center for Visual Artists (CVA) is hiring!**

**Position Title: Art in the Afternoon Instructor**

**Date Posted: March 2024**

CVA's Mission is to support and engage visual artists and community through education, exhibition, and outreach opportunities. We are a 501(c)(3) non-profit organization with a gallery, classrooms, and studios based in the downtown Greensboro Cultural Center at 200 N. Davie St.

Our website is [www.myCVAgreensboro.org](http://www.myCVAgreensboro.org)

---

### **ABOUT THE ART IN THE AFTERNOON (AITA) PROGRAM**

The Art in the Afternoon program is a beloved community favorite! Art in the Afternoon is an after-school visual arts based childcare program for kids enrolled in kindergarten-5<sup>th</sup> grade. The program runs during the school year (August – June). The curriculum includes a variety of artistic media and creative techniques. Students will learn about art history and use what they learn to inspire their artworks.

AITA Program Schedule:

- First arrivals: 2:30pm-2:45pm
- Outdoor playtime for 1<sup>st</sup> arrivals
- Snack & homework time for 1<sup>st</sup> arrivals
- Sketchbook/free create
- Second arrivals: 3:30pm-3:45pm
- Snack for 2<sup>nd</sup> arrivals
- Intro to the day's art lesson: 4:00pm
- Free create/homework time: 5:15pm
- Cleanup

## **ABOUT THE ART IN THE AFTERNOON INSTRUCTOR ROLE**

Instructor roles at the CVA are important jobs! CVA prides itself on providing the community with engaging educational programming in the visual arts. The individual who will succeed and thrive in this role is an experienced elementary educator; excellent collaborator; organized time and resource manager; and, of course, an art enthusiast.

The Art in the Afternoon Instructor role is a part-time teaching position in the Education Department of the Center for Visual Artists (CVA). AITA Instructors are responsible for implementing age-appropriate art lessons for children (K-5) enrolled in CVA's daily after school visual arts based childcare program. AITA instructors are the primary supervisors in the classroom and ensure that students are having fun in a safe and welcoming environment while they explore their creativity, develop problem solving skills, and expand their cultural awareness.

AITA Instructors will also:

- Meet students as they arrive at CVA and ensure they arrive safely to the classroom
- Prepare and distribute snack
- Work cooperatively and professionally with staff members and parents
- Attend staff meetings and trainings

## **WORK HOURS AND SCHEDULE**

CVA AITA Instructor schedule is 20 hours per week, 2:00pm and 6:00pm Monday thru Friday. Employees are compensated for work time that exceeds standard hours, if approved in advance by the Education Coordinator.

## **REPORTING STRUCTURE**

All instructors at the Center for Visual Artists report to the Education Coordinator.

## **SCHEDULE/BENEFITS/SALARY RANGE**

The AITA Instructor role is a 20-hour-per week position. The pay scale for this role is between \$15.25-\$17/hr. depending on the candidate's experience. CVA cannot offer healthcare or retirement benefits at this time. CVA employees are eligible for discounts on classes, camps, and artwork for sale.

## **IS THIS POSITION FOR YOU?**

This position is for you if you know the importance of visual arts in our lives and communities and you are:

- Experienced at elementary education, from curriculum development to classroom management
- A quick, flexible and creative thinker

- Organized and attentive to details
- Someone who believes that children are developing humans who are fundamentally good and worthy of respect and care, and who knows (or is interested in learning) principles of Conscious Discipline
- Art-teaching experience is nice but not required; however, an interest in the visual arts and willingness to explore and learn is essential

#### **APPLICATION PROCESS**

1. If you are interested in applying, please send your resume and letter of interest to [create@mycvagreensboro.org](mailto:create@mycvagreensboro.org)
2. If your application is moved through our initial screening, you will be asked to meet with the current Education Coordinator and Director of Operations for a formal in-person interview.
3. We hope to offer the successful candidate the position as soon as possible with an anticipated start date of April 1, 2024.

At the CVA, we are committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment.