



Westside JCC
los angeles

JOB POSTING

Summer Camp Arts Specialist Westside Jewish Community Center Los Angeles

Hours: Approx. 24 hours a week (Mon, Tue, Thu, Fri 8:30am – 12:15pm, 1pm - 3:30pm)

Salary and Benefits: \$15- \$18/per hour, **Position is temporary and Seasonal, No Benefits**

Starting Date: June 11, 2018 to August 10, 2018 – some additional hours for training and prep

- General Description: Create with the Camp director a 9 week curriculum including general arts as well as specialties that include puppet making, jewelry and fashion design, painting, drawing, ceramics, etc.
- Demonstrate, and conduct “hands-on” workshops during staff training week including how to teach and to give instructions in the different A&C projects,
- Plan and implement age appropriate and project-based arts & crafts curricula for campers ages 5 to 13, reflecting creativity and offer variety in general and elective arts & crafts,

Qualifications:

- Bachelor degree in education, art education, applied art, or recreation preferred,
- 1-3 years experience supervising, developing, leading and organizing an arts & crafts program preferably at a Jewish day or residential camp, or in an informal environment, i.e., an community center, after-school program,
- Proven experiences/skills to develop/prepare, organize age appropriate and project-based arts & crafts activities program.
- Must LOVE working with elementary and middle school aged children.
- Punctual & reliable; able to commit to position's stated hours.
- Able to work independently or as a team member as the situation demands.
- Must bring a helpful, friendly spirit to meeting the needs of a diverse community, including patrons and co-workers.
- Able to represent Westside JCC with professionalism & good judgement.
- Must have enthusiasm for Westside JCC's mission & programs (see westsidejcc.org).
- Knowledge of Jewish traditions and values a plus.

Other responsibilities:

Arts Specialist has an overall responsibility and accountability to conduct themselves as role models for our staff and campers, and also to perform the following tasks:

- Serve as a role model for staff and campers by exhibiting positive and responsible behavior including good camp spirit, sportsmanship, morale, respect for camp visions, and attitude
- Maintain the welfare, safety and security of all campers

- Promote a healthy learning and playing atmosphere including appropriate, social interaction, physical activity and participation in Art.

Arts Specialist is also responsible to:

- Create different and effective ways of conveying the work done each week at the Shabbat Celebration
- Participate in the planning and implementation of all camp programs such as Open Choice Activities, Macabbiah, Israel Day, etc.
- Open, clean, organize and close arts room including:
 - Order Arts & Crafts supplies, materials with the Director's approval;
 - Maintain all inventory and submit inventory of remaining materials at the end of the season;
 - Maintain the equipment in working order, report to Director when equipment requires repair
- Attend weekly staff meetings,
- Prepare end of season report to use as planning document for the next season;
- Other administrative duties as required by the Director

Contact: eappel@westsidejcc.org for any questions.