

Instructor - focus on the Arts and Disabled Adults

HOPE Center for the Arts – Irvine, CA 92604

The Organization

HOPE Center for the Arts is a high-quality arts program for intellectually disabled Adults, 22 and over hope4arts.org Our Mission is to transform lives through the arts by delivering arts programming with complementary life skills training. How we do that is by providing opportunities for community integration, artistic expression, access to community/public arts performances and exhibitions, strengthening social skills, increasing self-advocacy and independence with a person-centered approach and much more!

HOPE has provided services for this special population for over 40 years: and just as with other organizations, the 2020 pandemic challenged the organization to pivot from onsite to remote delivery while continuously providing the services attending artists have come to depend on. Even now as we get “back to normal” we see that remote delivery will continue to be an integral part of programming today and into the future.

Job Summary

Position open to Visual and Performing Arts Instructors along with Creative Art Therapists (CAT): Examples of CAT include Music Therapists and Dance Movement Therapists. Ideal candidates will hold a Master’s degree and/or certification and/or current credentials related to the specific assignment.

All Assignments: A minimum of one year of related experience AND/OR a combination of experience and education related to the assignment is required.

A related Bachelor's Degree from an accredited college or university is preferred for all assignments. This may include, but not be limited to, visual arts, fiber arts, creative arts therapies performing arts, music, human services, etc.

Teaching experience and/or direct experience working with individuals with intellectual disabilities is highly desirable especially as it relates to visual, performing, or creative art therapies.

Some Assignments: May require experience in specific technical platforms, maintaining a Class B Driver’s license, etc.

Visual Arts Assignments: Ideal candidates will hold a degree (preferably an MFA) in a related discipline (i.e. Painting and Drawing, Printmaking, Ceramics, Sculpture, etc.).

Creative Art Therapy Assignments: Ideal candidates will hold a Masters degree and/or certification and/or current credentials related to the specific assignment.

Positions report directly to the Executive Director.

Skills Required for Successful Candidate include:

- Communication Skills: Facilitation, collaboration, informing, listening, presenting, writing.
- Personal Initiative Skills: Organizational awareness, contributing to a positive work environment, striving for excellence.
- Planning Skills: Action planning and organizing, monitoring, and time management, meeting deadlines, flexible, adaptable.
- Quality Skills: Satisfying student/artist requirements, using meaningful measures, resilient.
- Relationship Skills: Relationship building, teamwork, conflict resolution, networking
- Analysis & Problem Solving: Demonstrated skills being solution oriented, exercising sound judgment, conducting research, making recommendations.
- Safety, Health and Environment Skills: Fostering organizational wellness, supporting a safe environment.

Desirable Qualifications include:

- Keep up with current technological systems, applications, etc. to facilitate student/artist learning and skill development.
- Ability to establish and maintain effective working relationships with internal and external stakeholders.
- Ability to meet deadlines and manage and excel at multi-faceted and detailed oriented projects with limited supervision.
- Ability to be flexible and make appropriate alterations to meet student/artist needs.

Initial Anticipated Responsibilities and Working Conditions

- Design, implement and measure effectiveness of individual class offerings inspired by student/artist interest, capabilities and needs
- Manage organized and quality classes and events as scheduled.
- Maintain an in-classroom ratio of 1:8 (1 Staff to 8 students) and any other ratio required by compliance agencies such as Regional Center of Orange County.
- Ensure a safe working environment for students/artists
- Online & Onsite Classroom Instruction using a variety of methods, mediums and approaches focused on student/artist development

- Supervision and continued care of student/artist needs during break times, before and after program instruction begins, and during lunch hour, etc. Continuous, ongoing and accurate Charting & Case Notes documentation Prepare students/artists for performances, exhibits, special events, etc.
- Support the organizations Strategic Plan to include assisting with fundraising activities, organizing special events such as performances, exhibits, etc.

- Bus Duty

- Housekeeping

- Special Projects

- Perform other duties as assigned.

Part-time hours: 13 hours per week

Job Type: Part-time

Salary: \$16.00 - \$22.00 per hour

Schedule: 2 days (to start) at 6.5 hour shifts

COVID-19 considerations: All participants and staff are required to follow local and state government health protocols and guidance.

Ability to Commute/Relocate: Irvine, CA 92604: Reliably commute or planning to relocate before starting work (Preferred)

Work Remotely: May be required at times.

How to Apply to be part of the HOPE Team:

1) Submit a cover letter and resume via e-mail to: info@hope4arts.org

2) Please place "Administrative Assistant," and your last name in the subject heading.

3) Resumes will be evaluated for minimum qualifications and those that are desired; successful candidates will be invited to an initial interview which is anticipated to be conducted the week of July 12th or sooner

HOPE Center for the Arts, as an equal employment opportunity employer, encourages applicants from diverse backgrounds to apply.