



Teaching Artist (Independent Contractor) Position Description

Pittsburgh Center for Creative Reuse
214 N. Lexington St. Pittsburgh, PA 15208
www.pccr.org

Position: Teaching Artist (Independent Contractor)
Pay rate and hours: \$18/hour. Programs are request-based, so there are no minimum hours.
Benefits: 20% off non-bulk and 50% off bulk materials from Creative Reuse, mileage reimbursement, paid professional development opportunities
Reports to: Creative Manager

About Pittsburgh Center for Creative Reuse

The mission of Pittsburgh Center for Creative Reuse is to inspire creativity, conservation, and community engagement through reuse. We operate a non-traditional art supply shop located at the intersection of Wilksburg, Homewood, and Point Breeze, where people can donate used art and craft supplies, as well as shop for these unique items all in the same location. We also facilitate hands-on creative programming that educates the public about the benefits of reuse for the environment, community, and self. We see reuse as a vehicle for boosting self-confidence, learning new skills, and creating opportunity for all.

Pittsburgh Center for Creative Reuse is an equal opportunity employer and encourages all qualified persons of any race, ethnicity, gender identity, sexual orientation, ability, religion, national origin, age, and other characteristics to apply. Creative Reuse is for everyone - we are committed to equity and inclusion and strongly believe in the power of a diverse community. We encourage those from marginalized communities and identities to apply. Join us and be a part of the change you wish to see in the world!

Position Summary

Reports to the Creative Manager. Works in close collaboration with the Creative Education Assistant and Creative Education volunteers.

Teaching Artists facilitate open-ended, exploratory making activities and skills-based craft workshops through our public Creative Education programs. Programs with schools and community organizations are request-based, occur any day of the week at variable times. Programs are offered to Teaching Artists on a first-come, first-served basis, and may be based on skill sets and experience.

Duties and Responsibilities

- Facilitate interdisciplinary Creative Education workshops, tabling events, and activities with a variety

of different media and tools

- Assist with designing and improving our Creative Education programs
- Transport materials to offsite programs and back to Creative Reuse in a timely manner
- Create examples of potential projects using reclaimed materials
- Document projects and processes taking place at programs using our photography consent and release form
- Accurately report data such as attendance at programs, issues with tools, and safety concerns
- Assist with the organization and maintenance of program materials
- Offer direction to and ask for assistance from volunteers
- Represent Creative Reuse at community events and maintain strong relationships with volunteers, partner organizations, and collaborators
- Ability to administer basic first aid using hand sanitizer, alcohol/disinfecting wipes, and bandaids

Knowledge, Skills, and Qualifications

Requirements

- Must have or be able to obtain state and federal clearances for working with children
- Must have a valid driver's license and a good driving record. Access to reliable transportation is necessary for transporting materials to programs.
- No minimum education required
- Must be able to lift up to 50 pounds, bend, reach, lift, operate hand tools, and engage fine motor skills. Many tasks can be performed seated, but many require other types of movement. However, reasonable accommodation may be used to enable individuals with disabilities to perform the essential functions of this position. We value the lived experience and perspective that people with disabilities can bring to this position and encourage all to apply.
- The work environment depends on the location of the program, can change from day to day, present unexpected challenges, and can include warehouse, retail center, workshop, classroom, community center, outdoor venues, and similar environments.

Successful candidates for this position have

- Experience, or interest in, facilitating hands-on activities and discussions in classrooms, afterschool programs, large festivals, or similar settings
- Experience with hands-on education, working with youth and children, and art/crafts/creativity is a strong plus.
- Passion for our mission of inspiring creativity, conservation, and community engagement through reuse
- Familiarity with environmental and climate-related concepts as well as practices of waste reduction
- Experience and skills in art-making and traditional, DIY, and upcycled crafts using reclaimed, repurposed, or found materials
- Passion for effectively working with people of diverse races, ages, ethnicities, cultures, genders, sexual orientations, and abilities
- Commitment to subverting traditional power imbalances between teacher and student often found in art education
- Passion for inclusion, accessibility, equity, and engagement with all segments of our community
- Commitment to respectful communication, collaboration, inclusion, and consensus-building
- Organized, punctual, ability to work independently, and take initiative
- Professional manner, excellent people skills, positive attitude, and adaptability
- The ability to remain calm and focused in the midst of creative chaos - like at a program with many

kids and teens being loud and expressive!

About our Culture

Creative Reuse is a professional but casual workplace, where ripped jeans and paint splattered hoodies are the norm. We strive for excellence at all times, but we also recognize the reality and inevitability of imperfection. When we fail, we seek to view the lessons we learn as even more valuable than a relentless pursuit of perfection.

We are caring and compassionate for each other and for our community. We take care to avoid burnout by taking breaks, taking one for the team, picking up what others have dropped, and acting as a healthy organism that shifts and adapts as it grows. We take creative risks, we support one other in our special projects, and we check in with each other during every step of the way. We include each other in our thought processes, problems, plans, failures, and successes.

When we have conflict, we are open and honest with each other while keeping in mind that we are all awesome and we all have the best intentions - and we are all playing for the same team. We use kindness and consensus building (definition: creative problem solving and collaboration) to overcome obstacles. We work through issues as a team while understanding that some high level decisions are the responsibility of the board of directors and executive leadership. We understand that the non-profit structure of our organization has certain limitations while also allowing us certain benefits - everything is a delicate balance.

Ultimately, we strive to create a work environment that people actually want to work in! Our workday is full of art, reuse projects, jokes, laughter, surprises, obscure movie references, shared treats, long winded stories, and continual learning. We make space for everyone to be heard in the style they are comfortable with. We encourage each other to grow and take chances, and we - above all else - respect each other and use kindness as a tool for growth and transformation.

To Apply

To apply: Applications will be reviewed on a rolling basis, so apply ASAP.

Send us your resume, at a minimum. You may also consider sending: a cover letter, casual email introduction, short video intro, photos of art or reuse projects that you've made, link to your website or social media, and/or 2-3 references including your most recent supervisor.

Please send what feels best represents you, and please do not feel dependent on traditional expectations for application materials. We want to know where you've been, where you want to go, and how Creative Reuse fits into your vision for a happy, fulfilling work experience.

Please send all items addressed to Lia Kowalski, Creative Manager, in one email to programs@pccr.org. You are also welcome to print and send your information to: Pittsburgh Center for Creative Reuse 214 N. Lexington St. Pittsburgh, PA 15208, or stop by and hand us your printed materials during our open hours. No phone calls, please.

When you're considering which application materials to send, please take into account that we are most interested in the following information:

- why you'd like to work with us

- how your skills, experience, and interests fit with our mission
- if you already know us and use our services or if you're brand new to us
- your general availability

Thanks for considering joining our fun, crafty, and quirky team! Any questions can be directed to programs@pccr.org.