



Pratt Fine Arts Center is a nonprofit arts education and resource center located in Seattle and founded in 1976. Pratt serves over 3800 students and over 500 working artists each year in the areas of glassblowing, cast glass, flameworked glass, metal sculpture, bronze casting, stonecarving, jewelry and metalsmithing, woodworking, printmaking, painting and drawing.

Pratt Fine Arts Center does not discriminate with regard to race, color, sex, marital status, sexual orientation, political ideology, age, creed, religion, ancestry, national origin, or presence of sensory, mental, or physical disability.

For more information about Pratt, visit www.pratt.org.

Pratt Points Volunteer Opportunity at Pratt Fine Arts Center

Pratt Fine Arts Center offers a special rewards program for ongoing regular volunteers called Pratt Points. The Pratt Points Volunteer Program is our way of saying Thank You – to you, our dedicated volunteers. It is because of volunteers like you that we are able to offer all of our dynamic programming.

As a member of this special rewards program, you will receive Points based on volunteer activity completed on behalf of Pratt Fine Arts Center. These Points are accrued and then issued via a reward card that can be used to participate in classes, workshops and studio access time at Pratt Fine Arts Center. Points can be used for most classes offered here at Pratt Fine Arts Center.

For more about the Pratt Points Program, visit <http://www.pratt.org/volunteer>.

POSITION DESCRIPTION

Title: Jewelry/Metals Studio Pratt Points Volunteer

Reports to: Jewelry/Metals Studio Manager

Part-time: TBD (approximately 8-12 hours/month); hours and location may vary

POSITION SUMMARY

This is a general studio-support position. Schedule, tasks, and work location may flex in response to studio needs and volunteer availability. Tasks will range from in-studio cleaning and maintenance to research projects that may be done remotely. The initial agreement is for 6 months, at which point it may be reviewed and renewed.

REQUIRED

- An interest in the jewelry/metals field

- Willingness to undertake a wide range of tasks including in-studio cleaning and computer-based research and writing assignments
- A minimum 6-month commitment and general availability for 2-3 hours per week
- Ability to take direction and then work independently with minimal supervision
- Patience, flexibility, and a positive demeanor
- Punctuality, reliability, and organizational skills
- Ability to lift up to 50lbs, climb ladders, and perform routine maintenance tasks in an environment that includes various dusts and chemicals
- Responsiveness by email, clear and timely record-keeping
- "By-the-book" adherence to Pratt policies and J/M studio safety procedures
- Willingness to learn about Pratt's Code of Conduct and Racial Equity initiative Commitment and to foster a universally welcoming and respectful environment

DESIRED

- Basic knowledge of jewelry/metals-related topics, trends, processes and skills
- Research, editing, proofreading skills
- Relatively flexible schedule
- Eye for detail, graphics, and display
- Some familiarity with Pratt

POINT PROGRAM DETAILS

- Pratt Points are non-transferrable and have no cash value.
- All volunteer positions that qualify for Pratt Points can be ended without notice at any time by Pratt Fine Arts Center.
- Pratt Points are our way of saying "Thank You" for volunteering and is not compensation.
- Pratt Points unfortunately are not able to cover supply fees for classes or workshops.
- Pratt Points are valid for 24 months after the date of issue.
- Pratt instructors, teaching assistants, and staff members are not eligible to participate in the Pratt Points Volunteer Program.

TO APPLY, please send the following to Julia Harrison (jharrison@pratt.org):

- Cover letter describing your interest, qualifications, and availability
- Resume
- Contact information for 2 professional references

Deadline: August 31, 2018. Applications will be accepted until the position is filled.

Questions?

Contact Julia Harrison, J/M Studio Manager, jharrison@pratt.org, 206-328-2200 x233.