



<b>Title</b>	Woodworking Instructor
<b>Department(s)</b>	Wood Studio
<b>Reports to</b>	Wood Studio Manager
<b>FTE</b>	Part-time, 4hrs/wk, \$32/hr.
<b>Exempt Status</b>	Exempt

#### **JOB SUMMARY**

The Woodworking Instructor is responsible for creating engaging curriculum and learning experiences for Pratt students in the Wood Studio. Responsibilities will include teaching Beginning Woodworking class (which has a set curriculum) and an occasional special topics class, such as quick pocket hole joinery projects, picture frames or wood theory & joinery. Must be able to clearly communicate technical information to students while maintaining a safe classroom environment. Commitment to fostering a universally welcoming and respectful environment, with centering racial equity as Diversity, Equity, and Inclusion (DEI) is a core value at Pratt. Instructors will be responsible for preparing their own supplies for class.

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**Pratt Fine Arts Center is an equal opportunity employer and is committed to diversity, equity, and inclusion. Preferred candidates will be able to demonstrate an understanding of systemic oppression and the ability to apply an anti-racist lens to all work at Pratt. Black, Indigenous & People of Color (BIPOC) are encouraged to apply.**

## **Responsibilities**

- Ability to develop and facilitate engaging woodworking courses that incorporate a balance of experiences including demonstration, lecture, discussion and independent work time
- Proficiency leading and connecting with students in an intimate class setting of 3 to 8 adults at various skill levels and abilities
- Strong organizational skills, relevant to class preparation and administrative tasks
- Timely communication in email correspondence, deadlines, turning in waivers, reimbursements, class evaluations, incident reports, etc.
- Competence in working independently to prep class supplies
- Create class hand-outs and/or informational signage to that support beginning woodworkers in learning key terms, milling process and using the equipment
- Willingness to help build consistency in the Pratt woodworking program by aligning to common maintenance and organizational studio norms
- Collaborate with other instructors to maintain consistency in the Beginning Woodworking curriculum
- Punctuality, respect, and adherence to guidelines for maintaining shared studio and storage spaces
- Ability to stay current on and share opportunities for students such as Studio Access, and scholarship opportunities
- Share Pratt's broader mission with students: a quick tour through all the studios, highlight the contribution of namesake Edwin T. Pratt, racial equity core values, and other supplied talking points as provided
- Adherence to Pratt policies and Wood Studio procedures

## **Minimum Qualifications**

- Prior experience teaching woodworking classes and workshops
- Broad knowledge of wood-related topics, trends, processes, and skills
- Familiarity with the Central Area, local arts organizations, or related institutions
- Competence in serving diverse populations

- Demonstrated commitment to diversity, equity, and inclusion

### **Preferred Qualities**

- Woodworking curriculum development
- Experience maintaining wood shop equipment
- Engagement in the wider woodworking or creative communities
- Ability to lend sample objects for on-campus exhibition spaces

**Compensation:** \$32/hr. Instructor benefits include a master membership, discounts on art supplies & framing, and continuing education vouchers for Pratt classes.

### **Application Requirements**

Please submit a resume, two images of your work, two professional references, and a cover letter detailing your relevant experience as well as your understanding and/or commitment to diversity, equity, and inclusion, to **Wood Studio Manager, Brendan McGarry** at [bmcgarry@pratt.org](mailto:bmcgarry@pratt.org). No calls or drop-ins please.

**Application Deadline:** Rolling

### **Disclaimer**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

*Pratt Fine Arts Center is committed to a policy of equal opportunity for all persons and does not discriminate on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, political affiliation or veteran status in employment, membership or educational programs and*

*activities. Furthermore, Pratt Fine Arts Center is committed to retaining a racially diverse team. Black, Indigenous, & People of Color (BIPoC) are encouraged to apply.*