



## JOB OPENING

<b>JOB TITLE:</b>	<b>Art Studio, Technician</b>
<b>OPENING DATE:</b>	January 06, 2025
<b>CLOSING DATE:</b>	<b>Open until filled.</b>
<b>DEPARTMENT/DIVISION:</b>	Special Services/ Hawk
<b>EMPLOYEE STATUS:</b>	Part time
<b>START DATE/ WORK SCHEDULE:</b>	<b>ASAP</b> Approximately 10-12 hours per week, as needed. Sunday shifts are required. Some evenings and Saturdays.
<b>PAY RATE:</b>	\$16.00 - \$18.50 per hour. Depending on qualifications.
<b>PREVIOUS WORK EXPERIENCE:</b>	Experience using and maintaining ceramics studio equipment (Kilns, Wheels, Pugger, etc) required; Experience processing ceramic work from start to finish; Experience working in a studio environment, maintaining inventory and working with the public desirable. Demonstrated interest in the arts.
<b>EDUCATION:</b>	Some college preferred. High School graduate or equivalent required.
<b>SPECIAL SKILLS &amp; TRAINING:</b>	This is a detail-oriented position requiring the ability to multi-task and work with a variety of staff and students. Must work well individually and as part of a team. Must have ceramics studio experience particular to the firing and handling of ceramic work, kiln processing, and reclaiming clay. Knowledge of art studios and various 2D and 3D art materials is required.
<b>BASIC RESPONSIBILITIES:</b>	Provide assistance to the Art Studio Manager with the preparation of art classes and camps, including: Serve as a level of support for Cultural Arts teachers and students while in 2D and 3D studios. Assist Manager with maintaining classroom(s) inventory. Assist the Manager with the facilitation of the ceramics kiln firing schedule and provide basic in-studio maintenance as needed. Ensure proper use of equipment and supplies by staff and students. Maintain clean and orderly studio space. Be present for and supervise Open Studio hours as assigned. Answer questions for students, teachers, staff and tours. Physical activity required with the ability to frequently lift approximately 50lbs. Other duties as assigned.
<b>HOW TO APPLY:</b>	Candidates must complete a City of Farmington Hills <a href="#">employment application</a> . Applications are located at <a href="http://www.fhgov.com">www.fhgov.com</a> or in the Human Resources Department at City Hall (31555 West Eleven Mile Road Farmington Hills, MI 48336). Please email the completed application and supporting documents in .pdf form to <a href="mailto:hr@fhgov.com">hr@fhgov.com</a> or in person to the Current employees should submit a letter of interest and resume to Human Resources.

**Equal Opportunity Employer.**