



Job Title:	Clay Studio Technician	Job Location:	Bridgewater
Applications Accepted By:			
EMAIL: justclayingaroundllc@gmail.com Subject Line: JCA Employment		MAIL: Just Claying Around, LLC 552 Bedford Street Bridgewater, MA 02324	
Job Description			
<p>The Clay Studio Technician works closely with the Studio Manager in the upkeep and operations of the clay studio including equipment, chemicals, cleanliness, and kiln firings. As part of the JCA Team, the Clay Studio Technician works with studio members, students, and instructors. The Clay Studio Technician may also be called upon to teach or assist with Art Studio Classes. This role reports to the Studio Manager.</p>			
ESSENTIAL FUNCTIONS AND BASIC DUTIES			
<ul style="list-style-type: none">• Maintaining Studio Cleanliness.• Maintaining: glazes, chemicals, clay and dry materials.• Maintaining studio stock• Independently loading and unloading kilns.• Recycling Clay• Wedging Clay• Assisting in finishing and firing of customer's clay projects and clay works for classes and events.• Help set up and clean up before/after classes.• Help students complete projects and tasks, keep class focused and engaged.• Leading a class of 6-10 students with assistance depending on class size.• Encourage a fun focused learning environment where student's feel excited to participate and expand their art abilities.• Able to keep track of different class schedules, projects, and lesson plans.			
QUALIFICATIONS AND EDUCATION REQUIREMENTS			
<ul style="list-style-type: none">• Positive Attitude• Computer proficiency including Gmail, Google calendar, Microsoft Word & EXCEL.• Strong communication skills (written & verbal).• Organized, detail and process oriented. A good planner.• Strong Customer Service.• Punctuality is a must• Honesty• Must be able to lift 50lbs on a regular basis• BFA candidate, or Minor in ceramics preferred. Persons with more than 4 classes in ceramic medium and experience in ceramics studio operations will be considered.			



QUALIFICATIONS AND EDUCATION REQUIREMENTS CONTINUED

- A skilled potter with a minimum of 1 to 3 years experience in wheel throwing and hand building.
- Must be able to demonstrate a strong throwing ability on the wheel

PREFERRED SKILLS

- Have prior experience in either teaching or the assisting of teaching ceramics and/or wheel throwing and are expected to be able to provide quality, guided instruction to both children and adults with varying levels of skill at wheel throwing
- Knowledge of electric kilns
- Can write Lesson Plans

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION

- Ability to maintain a clean studio – must be willing and able to clean on a regular basis.
- Standing/ walking for long periods of time.
- Ability to carry & move heavy objects.
- Exposure to chemicals: gas and other materials that are used in ceramics process and others related to 3D media.
- Use of power tools such as drill and Dremel, etc
- Wearing particulate respirator on face and safety glasses required for glaze and clay recycling

OTHER DUTIES

- Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Last Updated By:	J Conway	Date/Time:	08.13.2021
------------------	----------	------------	------------