



ARTitorium Education Specialist

Part Time (standard 20 hours/week plus field trips)

Compensation: TBD

Reports to: Visual Arts Director

Roles & Responsibilities

- Develop curriculum for field trip lessons for elementary and middle school students that is grade appropriate and tied to national core arts standards.
- Coordinate with schools, ARTitorium Lead, and Visual Arts Director to schedule and facilitate field trips.
- Teach all field trip lessons.
- Develop program and teach after-school and homeschool art classes for ages 5 through 12.
- Develop and teach art activities for Family Fun Art Night and ARTitorium Birthday Parties.
- Coordinate with Visual Arts Director, ARTitorium Lead, IFAC Marketing Manager, and IFAC Social Media Manager to create content and promote education programs.
- Purchase and manage art supplies according to budget.
- Provide customer service at the ARTitorium front desk, including processing admissions, answering questions, stocking supplies, and maintaining attractions.
- Assist ARTitorium Lead in implementation of monthly themes, Grab n Go bags, and special events.
- Assist Visual Arts Director and ARTitorium Lead in coordinating Youth Jam projects and managing event logistics.

Desired Qualifications

- Minimum three years of work experience related to elementary art education.
- Bachelor's Degree in art education, fine arts, art history, or similar.
- Passionate about working with children and getting them excited about art.
- Proven ability to work independently and under pressure.
- Strong oral and written communication skills.
- Computer skills – email, spreadsheets, ticketing/point of sale, etc.
- Confident, humble, and attentive in social situations

To apply, the candidate must submit a letter of application, résumé, and 2 references to ggoodlander@idahofallsarts.org

The Idaho Falls Arts Council's mission, in cooperation with other arts organizations, is to educate our community and enrich its quality of life by promoting, advocating, and presenting a broad spectrum of visual and performing arts in eastern Idaho. The Idaho Falls Arts Council owns and operates the Colonial Theater, Carr and Hall Galleries, the WAC Artist Studios, and ARTitorium on Broadway, and provides administrative services for the Idaho Falls Civic Center.