

NANTUCKET BOYS ART COORDINATOR, FULL-TIME



REPORTS TO: Program Director

PRIMARY FUNCTION: Under the supervision of the Program Director, the Art Coordinator is responsible for planning and coordinating arts and crafts, music, dance, theater, and cultural awareness programming that enhances the growth and development of Club members.

KEY ROLES & ESSENTIAL JOB REQUIREMENTS:

- Support the organization's mission and guiding principles
- Develop and implement an art program that includes arts and crafts, music, dance, theater, and cultural awareness
- Demonstrate knowledge of youth development principles and age appropriate practices
- Apply experience and knowledge of art based programming
- Bachelor's degree in Art Education or a related field preferred
- Work effectively with community partners and local schools to support artistic growth and achievement
- Communicate clearly and professionally, both verbally and in writing
- Manage inventory and order program supplies within established budgets
- Plan, organize, and lead daily art programming
- Evaluate program activities and prepare reports as needed

The Art Coordinator is an energetic and engaged individual who is comfortable managing daily program activities. This role requires sound judgment, flexibility, tact, and professionalism, along with strong interpersonal skills to build positive relationships with members, families, and staff. The Art Coordinator brings creativity and enthusiasm to the program and encourages members to explore and develop their artistic interests across a variety of art forms.

During the summer months, this role transitions to a Camp Counselor position, with responsibilities that extend beyond the Art Room and support overall camp programming.

IMPORTANT NOTES:

School year hours are 11am-7pm. Must be available to work occasionally until 8:00pm on weekdays throughout the school year. Occasional weekend availability may be required. During summer camp, hours shift to 8:00am to 4:00pm, Monday through Friday.

COMPENSATION:

\$26.00 per hour

BENEFITS:

- Blue Cross Blue Shield health & dental insurance
- 401(k) with employer match (after one year)
- Housing assistance may be available based on unit availability