

Award-winning Edgemoor Art Studio, Inc. is now accepting applications for both camp 2019 instructors and art assistants. These materials include all pertinent information, and employment application forms.

The foundation of our success lies in the quality of our staff, our small, supportive and nurturing “family” environment, our excellent educational standard, and most importantly, the special relationships that we foster and maintain year after year with our students, campers and their families, and our community at large.

**WE WELCOME APPLICATIONS FOR THESE POSITIONS:**

**Camp Instructors Summer 2019:**

Our Art Rocks! 2019 Summer Camp season is comprised of seven (7) camp weeks - from June 24th - August 16th, 2019. Instructor positions are part-time.. Day camps are for half days; appropriate for two age groups. There are no “filler” activities, and daily snack is 10-15 minutes. Projects are suggested and presented, as well as led by the interests of the particular camp group. Campers are in their art ‘zone’ the entire time that they’re in camp! Camp instructors select the camp week(s) & age group preferred, and must commit to that entire week. Potential instructors will indicate their particular area(s) of skill/expertise and formulate appropriate lesson plans, materials list, resources, for 3 artworks/projects. Lessons and experiences in multiple areas of the visual arts may include: Drawing, Acrylics, Watercolor, Decorative Arts, Printmaking, Sculpture, Mixed Media, Ink, Collage, Illustration, etc.

\* **Instructors must commit to all five (5) days in a camp week(s) and choose either AM (13.75 hrs) or PM (16.25 hrs) Please select the preferred week(s) that you’d like to teach from the list below:**

**Ages 3-6 (9:30am - 12:00pm) or Ages 7-12 (1:00pm - 4:00pm)**  
*(Hours: 9:30am -12:15pm) (Hours: 1:00pm - 4:15pm)*

<b>Red Week:</b> June 24-28	<b>Orange Week:</b> July 22-26	<b>Rainbow Week:</b> Aug. 12-16
<b>Yellow Week:</b> July 8-12	<b>Green Week:</b> Jul. 29-Aug 2	(only one camp - 10am-1pm)
<b>Blue Week:</b> July 15-19	<b>Purple Week:</b> Aug. 5-9	

\* The Summer semester of children/teen weekly art classes, Family Art Days, Saturday classes and special events, are also conducted throughout this same period. Interested Instructors invited to apply.

In the studio, instructors work closely with 1-2 assistants (usually a college-level art student and a Junior assistant or college Intern), in order to deliver quality art lessons which inspire a child’s creativity and invite individual self-expression. Instructors plan and lead teach the camps/classes, and assistants help facilitate the lesson, prep and organize materials, clean up and set up, distribute snacks, etc. Instructors have an additional 10 minutes built in to their schedule at the end of the camp day, to share each child’s progress and new skills learned or improved upon, and daily accomplishments etc, with parents. Arrival/greeting and departure of campers are considered very important times of our day.

**Leadership:**

The instructor as facilitator uses positive learning strategies; leading campers and students to answers rather than providing them. Instruction should strongly focus on art techniques and media processes, and be taught in a caring and nurturing manner. Establish an open and friendly relationship with parents, and set a good example by having a positive and supportive attitude for students and other staff.

**Qualifications:**

- \* College degree in Visual Arts/Arts Education/Art Therapy or equivalent life experience.
- \* Minimum of 2 years teaching/classroom setting experience within the preferred age group.
- \* Utmost personal and professional integrity
- \* Excellent interpersonal skills, with the ability to build productive relationships with students/campers, parents and other teachers and art assistants.

**Compensation:**

- \* **\$250** per camp week (*am camp - ages 3-6*) Hours are Monday-Friday 9:30am - 12:15pm.
- \* **\$300** per camp week (*pm camp - ages 7-12*) Hours are Monday-Friday 1:00pm - 4:15pm.

**Submission Requirements:**

- (a) Please provide an original sample lesson plan in any visual arts medium: include objectives, essential questions, introduction, methods (visuals, if necessary), outcomes (appropriate for the age level being taught), and explain how your plan holistically addresses certain skill sets.
- (b) Materials List, resources (when lesson plans involve children's literature); Amazon links.
- (c) Professional and Character references
- (d) 3-5 personal portfolio works (please provide weblink).
- (e) Completed Employment Application

**Hiring Procedures:**

Upon receiving the above-mentioned submissions, we will contact you to arrange a possible interview time, at which point our studio Camps Director will discuss other important studio details. If Summer employment is confirmed, we will make copies of certain forms of I.D., permissions, and advise of any future dates.

We greatly appreciate your time and interest in seeking employment at Edgemoor Art Studio, Inc., and look forward to receiving your application for consideration.

**Please email your submissions to: [info@edgemoorartstudioinc.com](mailto:info@edgemoorartstudioinc.com)**



Edgemoor Art Studio,  
 Inc.  
 2221 Old Bridge Road,  
 Woodbridge, VA 22192  
 Studio: 703 490-2355

## APPLICATION FOR EMPLOYMENT

### PERSONAL INFORMATION

Date \_\_\_\_\_

Name \_\_\_\_\_

Last                                  First                                  Middle

Present address \_\_\_\_\_

Number                                  Street                                  City      State      Zip

Marital status: \_\_\_\_\_

Telephone (      ) \_\_\_\_\_ Cell Phone (      ) \_\_\_\_\_

e-mail \_\_\_\_\_

### EMPLOYMENT DESIRED

Position(s) applied for \_\_\_\_\_

Employment desired       INSTRUCTOR       ART ASSISTANT

Preferred age group (circle one)      ages 3-6 (am camp)      ages 7-12 (pm camp)

### EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL & LOCATION	QUALIFICATION OBTAINED	MAJOR	NUMBER OF YEARS
High School				

<b>College/ university</b>				
<b>Professional or Graduate School</b>				

**WORK EXPERIENCE**

Please list your teaching/classroom experience for the past 2 years, and list the position held.

<b>Name of Employer Address</b>  <b>City, State, Zip Phone number</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Pay or salary</b>
		<b>From To</b>	<b>Start Final</b>
	<b>Your last job title</b>		
<b>Reason for leaving (be specific)</b>			
<b>List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.</b>			

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		<b>From To</b>	<b>Start Final</b>
	<b>Your Last Job Title</b>		
<b>Reason for leaving (be specific)</b>			
<b>List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.</b>			


<p><b>Please circle the Visual Arts mediums in which you are skilled and have a strong interest:</b></p> <p><b>Please circle any camp week(s) that you are interested in teaching: listed by color: RED YELLOW BLUE ORANGE GREEN PURPLE RAINBOW</b></p>	<b>Acrylic Painting</b>	<b>Watercolor Painting</b>	<b>Printmaking</b>
	<b>Mixed Media Collage</b>	<b>Sculpture 3-D Design</b>	<b>Drawing/ Illustration</b>

<p><b>Are you currently employed?</b> <span style="float: right;"><input type="checkbox"/> Yes</span></p> <p><input type="checkbox"/> No</p> <p><b>May we contact your present employer?</b> <span style="float: right;"><input type="checkbox"/> Yes</span></p> <p><input type="checkbox"/> No</p> <p><b>Did you complete this application yourself?</b> <span style="float: right;"><input type="checkbox"/> Yes</span></p> <p><input type="checkbox"/> No</p> <p><b>If not, who did?</b></p> <p>_____</p>
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<p><b>Have you ever been employed with this company?</b> <span style="float: right;"><input type="checkbox"/> Yes</span></p> <p><input type="checkbox"/> No</p> <p><b>If yes, when?</b> _____</p> <p><b>Do you have any friends or relatives employed by this company?</b> <span style="float: right;"><input type="checkbox"/> Yes</span></p> <p><input type="checkbox"/> No</p> <p><b>If yes, please provide their names and relationship to you.</b></p> <p>_____</p>
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**REFERENCES**

**Please list below three persons not related to you who have knowledge of your work performance and/or personal qualifications within the last 5 years.**

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<b>Name</b>		<b>Occupation</b>
<b>Company name</b>	<b>Address</b>	
<b>Telephone</b>	<b>E-mail</b>	<b>Years acquainted</b>
<b>Name</b>		<b>Occupation</b>
<b>Company name</b>	<b>Address</b>	
<b>Telephone</b>	<b>E-mail</b>	<b>Years acquainted</b>
<b>Name</b>		<b>Occupation</b>
<b>Company name</b>	<b>Address</b>	
<b>Telephone</b>	<b>E-mail</b>	<b>Years acquainted</b>

**APPLICATION FORM WAIVER – PLEASE READ CAREFULLY**

In exchange for the consideration of this job application by Edgemoor Art Studio, Inc. (hereinafter called “the Company”), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Edgemoor Art Studio, Inc., or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the President /General Manager of the Company. Both the undersigned and the company may terminate the employment relationship at any time, without specified notice or reason. If employed, I understand that the Company may unilaterally change or revise their policies and procedures. In this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such at-will employment arrangement.

I understand that, in connection with the routine processing of my employment application, I agree to undergo certain background checks as required for employment.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please use this space for any items that you may wish to add in support of your application for employment.