Student Educators at the Fowler Museum

Job Opening - Position Details

Last Revised: November 29, 2018

Location: Fowler Museum

Description: The Fowler Museum’s Education Department has openings for undergraduate and graduate students to serve as part-time Student Educators. In this role, you will lead interactive, hands-on gallery tours and art workshops for K-12 students and family audiences. Each tour lasts approximately 90 minutes, divided evenly between active learning in the Fowler’s galleries and creating age-appropriate artworks in the Fowler’s Studio.

Essential Responsibilities:

- Facilitate interactive tours for K-12 students and family audiences.
- Assist visitors in hands-on art-making activities.
- Assist in maintaining accurate program records, including tour attendance.
- Assist in maintaining the Education Department’s school tour program, including contacting teachers who are running late for their tour.
- Communicate with teachers about students’ experiences and report concerns to the Education Department.
- Know and understand all emergency procedures associated with the Fowler’s K-12 and family programs.
- Know, enforce, and follow all safety guidelines associated with the Fowler Museum and all program areas. This includes but is not limited to being responsible for your tour group’s safety and their whereabouts at all times.
- Ensure that the Studio is kept clean and organized. Notify Education Department of supplies needed.

Qualifications: This position requires excellent communication skills, reliability, an outgoing personality, and enthusiasm for learning and teaching. As a public-facing employee, applicants must be professional and able to work in a dynamic, fast-paced environment. Students who enjoy working with school children are encouraged to apply. Prior teaching experience and coursework in art history (especially in the areas of Africa, Asia, Pacific,
and the Americas) preferred, but is not required. Students with studio art experience preferred, but not required. Knowledge of additional languages (such as Spanish) is helpful.

**Federal work-study required.** No exceptions.

Compensation is $13.25/hr.

Students must be able to work the following shifts:
- Wednesdays 9:30 AM – 1:30 PM OR Thursdays 9:30 AM – 1:30 PM
- Fridays 9:30 AM – 1:30 PM

  Sunday, January 13 from 12:30 – 4:30 PM
  Sunday, February 24 from 12:30 – 4:30 PM
  Sunday, March 3 from 12:30 – 4:30 PM

To Apply: Email the following materials to Allison Clark, Assistant Director of Education, at allisonmclark@arts.ucla.edu.

1. Letter of interest that includes which shifts you would be able to work for the Winter 2019 quarter and why you are interested in working as a Student Educator at the Fowler Museum

2. Current résumé

Applications due **Wednesday, December 12, 2018**. Incomplete applications will not be considered.