

AN OPPORTUNITY FOR CONTEMPORARY ARTISTS AND EDUCATORS

JOB TITLE: ASSISTANT TEACHER
DEPARTMENT: ART, CREATIVE WRITING, CHESS, DANCE, NATURE, MUSIC, RECREATION, THEATER
REPORTS TO: DEPARTMENT COORDINATOR OR DEPARTMENT CHAIR

ABOUT USDAN:

Usdan opens up a world for children to joyfully express their creativity and develop their artistic skills. Each summer, Usdan brings professional teachers and artists – actors, directors, playwrights, painters, sculptors, musicians, composers, dancers, poets, and novelists – to teach and collaborate with our campers, ages 5 to 18. Set on 140 acres of natural beauty in Wheatley Heights, Long Island, NY. Usdan is a safe, welcoming place within which campers have the freedom to build new friendships, explore nature, develop personal independence, and have fun, alongside their art making.

POSITION SUMMARY:

Over an 8- week camp season, Assistant Teachers support Lead Teachers and are responsible for the following:

- Preparing materials and helping clean materials at the end of classes;
 - Assisting with teaching;
 - Providing student supervision during the camp day;
 - Attending training sessions; and
 - Assisting with preparations for exhibitions and performances, when relevant.
- The Director of Education, Department Chair or Coordinator may assign additional supporting responsibilities.

Assistant Teachers work with a team of arts and education professionals to support a diverse body of students.

Successful candidates have a willingness to try new things, welcome feedback, and are able to follow directions. They are adaptable, both in and out of the classroom, and enthusiastic about working with children. They are self-starters as well as collaborators, with the ability to learn and adapt to routines. Perhaps most importantly, successful candidates consistently demonstrate empathy and respect for children and colleagues.

To perform this job successfully, you must be able to work in an outdoor camp environment and communicate with students and other staff effectively. Usdan provides staff with protocols and [instructional philosophy](#) at the beginning of the season that they are expected to read and follow. At the same time, Usdan staff understand that new challenges may arise during the camp season and often work together to problem solve and determine solutions as we go.



JOB REQUIREMENTS:

QUALIFICATIONS:

- One year of college study in your art form, education, or the equivalent knowledge, skills, and abilities.
- 1-2 years prior experience working with children preferred.
- Must complete New York State required trainings, including but not limited to a Sexual Harassment Prevention training and a Child Abuse and Neglect/Maltreatment Identification. Links to required trainings will be provided after hiring.
- Must be [up to date vaccinations against COVID-19](#), before the first day of the camp season. Requests for accommodations are subject to approval by senior management.

2023 SUMMER SEASON DATES AND TIMES:

- Monday - Friday, June 26 - August 18, 2023, 9:15 AM - 3:15 PM, closed July 4.
- Pre-season commitments include:
 - o Staff Orientation: tentatively scheduled for Saturday, June 3 OR Saturday, June 10, 9:30am - 4:30pm
 - o Family Orientation: Tuesday, June 20, 2023 (a two and a half hour event to host families in the studios on campus).

COMPENSATION AND BENEFITS:

- Assistant Teachers will be provided with a stipend to cover all work performed during and in preparation for the camp season. Stipend for an 8-week session starts at \$4,000. Family orientation, staff orientation, and any additional approved studio prep time is paid at an hourly rate.
- Complimentary use of studio space for their own artistic purposes, pre- and post-season, pending availability; semi-weekly use of swimming pool after camp hours; and occasional use of other facilities (*e.g.* tennis courts).
- Usdan summer camp tuition discounts for school aged dependents of faculty.
- Workshops in subjects like yoga, ceramics, and archery with other faculty and staff, if offered.
- Transportation:
 - Free parking on campus
 - Assistants from the city may be asked to monitor buses, which consists of riding the bus to and from camp and supervising students. Faculty and staff who serve as bus monitors will receive a stipend (\$400-\$700).

TO APPLY:

USDAN SUMMER CAMP FOR THE ARTS



- Please apply through our online application: <https://www.usdan.org/employment>
- PDF files are preferred attachments. No phone calls please.

USDAN CENTER FOR THE CREATIVE AND PERFORMING ARTS A/K/A USDAN SUMMER CAMP FOR THE ARTS IS AN EQUAL OPPORTUNITY EMPLOYER AND IS COMMITTED TO CREATING AN INCLUSIVE ENVIRONMENT FOR ALL EMPLOYEES. WE WELCOME APPLICANTS FROM DIVERSE BACKGROUNDS TO APPLY THEIR UNIQUE BACKGROUNDS, PERSPECTIVES, SKILLS AND TALENTS TO FOSTER AN OPEN, COOPERATIVE, AND DYNAMIC ENVIRONMENT WHERE EMPLOYEES AND USDAN ALIKE CAN THRIVE. ALL EMPLOYMENT IS DECIDED ON THE BASIS OF QUALIFICATIONS, MERIT, AND BUSINESS NEED.