



## **Youth Arts Movement (YAM) MANAGER & LEAD TEACHING ARTIST**

### **Arts on the Block**

Arts on the Block (AOB) is the only organization in the Washington, DC area offering youth the opportunity to learn about the intersection of art, design, and business by engaging them in real-world art projects. Since its founding in 2003, AOB's mission has been to empower creative youth to imagine and shape fulfilling futures, prepare to join the workforce, and contribute to the quality of life in their communities. AOB achieves its mission by providing real-world experiences in the arts, educational guidance, and entrepreneurial training. Our target audience is young people ages 4 to 24, the majority of whom live and attend public school in Montgomery County, Maryland.

### **Position Summary**

AOB seeks an experienced, self-directed individual to deliver a high-quality, dual-language, visual art program for young creatives, ages 4 through 13, within the Youth Arts Movement (YAM) program. This is a part-time, permanent position requiring 1040 hours per year, with a pay rate of \$35 per hour. The Manager & Lead TA would supervise up to three assistants and play the leadership role in recruiting applicants, selecting participants, developing and facilitating visual art curricula, implementing programs, data collection, and planning open house.

### **Responsibilities, Reporting Structure, and Annual Review**

- You report to the Deputy Director and agree to use your best efforts to perform all duties professionally, following the highest accepted professional practices and standards.
- During your employment, you will follow AOB's policies and procedures as they may change from time to time at the AOB board's discretion.
- This position is a management position, and as such the ability to manage the required deliverables and accountabilities as outlined below requires advanced attention to detail, a heightened sense of responsibility, and the ability to quickly adapt to change.
- Your functional duties entail the leadership of all YAM-related endeavors, including direct teaching. You lead planning and management efforts in those areas and provide weekly updates and regular reports such that the executive team and board may provide reasonable oversight of the YAM program.
- Performance reviews are conducted 6 to 7 months from the hiring date.
- **The YAM Manager will be responsible for managing a roster of 2 Lead Teaching and Assistant Teaching artists in 2+ schools in Montgomery County.**

### **Accountability and Deliverables**

- Deliver a YAM program covering visual art education (with STEM connections if Grant requires) within an [Advancing Youth Development](#) framework;

- Help recruit Lead and Assistant cohort staffing, plus help establish constructive partnerships (at school or other sites).
- Support, train and supervise all YAM staffing, including an Assistant Manager and/or Assistant Teaching Artist;
- Document artwork production progress and completed artworks;
- Coordinate site and/or centrally based YAM Open House (culminating) events throughout the year;
- Manage other critical aspects of the program, including project management, workflow creation, budgets, grant compliance, and artistic quality control;
- Maintain safe worksite;
- Provide constructive feedback that may improve AOB and the program;
- Attend all assigned staff meetings;
- Contribute insight and leadership as it relates to AOB's mission and strategic growth;
- Plan and progress toward your own professional and educational goals; specifically, meet self-determined milestones toward a career as a teaching artist.
- Other related duties as assigned.

### **Worksite & Work Hours**

- This is a part time 30-35 -hour/week position.
- AOB's studio and administrative space are at 900 Wayne Avenue, suite 1A, Silver Spring, MD.
- AOB anticipates facilitating YAM at several locations throughout Montgomery County, including our studio space during FY25. This position entails having a presence at these locations weekly.
- AOB's operational time is Mon through Sat, 10 am to 6 pm. Staff and program times vary within these operational hours. But most YAM after-school locations will operate between 2 and 6 pm, Monday through Friday.

### **Minimal qualifications**

- Undergraduate degree or higher and or equivalent experience, in a related field.
- Significant experience designing and implementing a visual arts curriculum for a diverse youth population, ages 4 through 13.
- Demonstrable interpersonal skills in working with a diverse population of employees, customers, managers, vendors, partners, and the general public.
- Demonstrable business competence, including verbal, written, and presentation skills as well as organizational, leadership, and supervisory skills.

### **To Apply**

Please send a cover letter and résumé to Athena Corbin, Deputy Director, [acorbin@artsontheblock.com](mailto:acorbin@artsontheblock.com), with "YAM-Mgr & Lead Teaching Artist" in the subject line. Applications will not be accepted by mail. For most favorable consideration, applications must be received by Monday, August 2025, by 5 PM.

Arts on the Block does not discriminate based on race, color, religion, sex, national origin, disability, or sexual orientation.