**The Campbell Center’s Arts Academy Volunteer Description**

Role of Arts and Crafts Volunteer

Arts and craft volunteers provide TCC associates the opportunity to create an arts and crafts project during their visit. Volunteers supervise and facilitate the creation of a variety of projects and provide associates with a positive experience.

Duties and Responsibilities

* Plan and schedule weekly group art projects
* Provide step-by-step art instruction either in-person or through a live virtual platform
* Ability to support each participant in creating and completing their project
* Gather feedback and suggest new project ideas that engage participants
* Provide necessary set-up and clean-up of materials and notify supervisors when materials/art supplied need replacement.
* Adheres to the Health and Safety practices in the workplace. Follows all rules, regulations and use of emergency procedures as set forth in the Health & Safety manual. Maintains a clean, safe and orderly work area.

Qualifications

* At least 18 years of age.
* High school graduate or equivalent, some college preferred.
* Experience in the use of a variety of mediums and various artistic techniques
* Instructional experience preferred, but not required.
* Experience working with the developmentally disabled population is preferred, but not required.
* Must be fluent in speaking, reading and writing in English for business purposes
* Must pass Live Scan background check and TB testing.

Knowledge

* Ability to gain thorough knowledge of The Campbell Center policies and procedures.
* Technical skills (computer, telephone, video communication platforms, email)

 (duplicate of previous bullet)

Expected Commitment

* Volunteer opportunities available year-round.
* To provide instruction once a week for 1-3 hours, (between the hours of 10 am-12 pm), plus prep time for each weekly project, although concessions can be made for qualified candidates.