



Resumes will be accepted until
April 12, 2017.

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Job/Position Description

JOB/POSITION TITLE: Ceramics Detail Artist

Date: March 9, 2017
Reports To: Program Director
Status: Part-time, professional hourly position. Monday – Friday, 10-20 hours per week.

SUMMARY:

The Ceramics Detail Artist is responsible for working with the ceramics pieces to complete with facial features, signatures of Seedsters as well as the Mustard Seed's Logo. The position will be 10-20 hours per week and hours can be flexible, but must be approved by Program Director. In addition, the Ceramics Detail Artist should be flexible, take initiative, and undertake the work of the position with integrity, honesty, fairness, discretion, and confidentiality.

JOB RESPONSIBILITIES:

- Hand-letter, using a fine-tipped paintbrush and black ceramic paint, the finishing touches to the Seedsters' ceramic pieces in a way that represents well the Mustard Seed as a whole and our artwork.
- Center the Mustard Seed logo and name of the Seedster on the ceramic.
- Place the writing in the appropriate and designated place on the ceramic.
- Ensure that the writing is the appropriate size for the ceramic piece.
- Take care to ensure there are no haphazard paint spots on the piece, as a result of the black paint.
- Be sure that each Seedster's name is spelled correctly on their pieces and that the proper name is placed on each one.
- Correctly identify the back and front of each piece to place the writing on the proper side.
- Add details to ceramics, such as facial features, when appropriate.
- Other duties as set forth by the Executive Director.

POSITION QUALIFICATIONS:

- Creative inclinations, with a neat, legible handwriting and the ability to write in a small space
- Ability to communicate with Seedsters and co-workers
- Ability to be flexible and self-motivated in accomplishing tasks
- Share in a common Christian faith with the Seedsters, families and coworkers

