

Archie Bray Foundation for the Ceramic Arts

Position: Education Intern

Stipend: Unpaid; see benefits below. Paid opportunities may become available at the Bray's Clay Business, cleaning or grounds keeping, as an assistant to resident or local artists and teaching kids classes.

Dates: A minimum commitment of two months anytime between May 1–October 31. Long-term internships are by invitation only.

Hours: 20 hours per week. Flexibility to work extra hours for special events.

Lodging: Housing is not provided and is the intern's responsibility. The most convenient option is the Mountain Meadow Inn for \$450/mo. It's a 15 minute walk to the Bray and includes access to a kitchen, laundry service (additional \$) and wireless internet.

Application Deadline: April 15, 2018. [Apply online here.](#)

Position Summary:

Under direction of the Education Manager, an Education Intern assists in maintaining the Education and Research Facility and prepares for and provides support during educational programming. Interns play a vital role in the overall functioning of the Education Program which offers ceramic education in the form of kids classes, adult community classes, workshops and community outreach. Interns work directly with Bray resident and visiting artist instructors. Opportunities in other areas of the Bray such as the gallery and kiln maintenance are available.

Essential Functions. Intern responsibilities include but are not limited to the following:

- Maintain a clean and efficient studio.
- Prepare classrooms for community classes, workshops and special events.
- Provide assistance and support to instructors during children's ceramic classes, adult community classes and workshops.
- While primary responsibilities will be related to education, interns will occasionally be asked to assist and collaborate with other members of the Bray on additional projects.
- Required participation during campus-wide events including the week of the Brickyard Bash: Monday, July 23–Sunday, July 29.

Benefits:

- **24/7 studio access.** Interns receive access to the Education and Research Facility, which includes three classrooms, plaster lab, glazing area, raw materials lab, electric and gas kilns, ceramics research library and kitchenette. Access is outside of work hours and programming needs. Programming may utilize the entire facility making it unavailable to use. Most often, however, at least one studio is available.
- **\$50 firing and dry material stipend per month.** When available, interns may fire the electric and gas kilns in the Education and Research Facility. Cone 6 studio glazes are available free for interns to use.
- **Employee discount.** Applies to clay, tools, dry materials, etc. at the Clay Business and artwork at the Sales Gallery.
- **100 lbs. of Bray Clay per month.** Additional clay is available at the employee discount.
- **A free Bray t-shirt.**
- **The opportunity to meet and work alongside the professional ceramic artists working at the Bray.**
- **Gain knowledge about operating and maintaining a ceramic studio, coordinating community events, assisting and teaching workshops at an international ceramic arts foundation.**
- **Fun, exciting and social work environment and access to the rich ceramic community in the larger Helena area.**

Knowledge, Skills and Abilities:

- Demonstrated a serious interest in pursuing the ceramic arts.
- Reliability and timeliness.
- Desire to learn.
- Enjoys working with a team but comfortable working independently.
- Comfortable with a fast-paced, constantly changing environment.
- Willingness to work hard.
- Demonstrated excellent skills in problem solving and resourcefulness.