



**Glynn Visual Arts is searching for a new part-time Pottery Studio Manager!**

**Our beloved Debbie Craig is retiring from her duties as our Pottery Studio Director/Manager.**

**We are so sad and will miss her terribly in that role. :(**

**But, change can be good!**

**It opens up opportunity for a new era in our pottery studio!**

**Join our FUN team, dedicated to the arts!**

**PLEASE FORWARD THIS E-MAIL TO ANYONE WHO MAY BE INTERESTED!**



## **Pottery Studio Manager Part Time**

Glynn Visual Arts (GVA) is seeking highly qualified candidates for the part time position of Pottery Studio Manager, available April 1, 2018 for apprenticeship with June 1, 2018 start date.

GVA is the premier nonprofit visual arts organization in Glynn County, offering a wide range of exhibitions, classes, workshops, lectures and outreach programs, and operating a gift shop, galleries, classrooms, and a pottery studio at its facility in St. Simons Island, GA.

Manage all aspects of GVA Pottery Studio including:

- Responsibilities**
- Class scheduling, tracking, instruction and payment
  - Maintenance and repair of all equipment
  - Ordering of supplies including clay, tools, glaze chemicals, etc.
  - Loading and unloading of kilns
  - Glaze mixing
  - Cleaning and maintenance of pottery studio space
  - Oversight of pottery program outreach projects
  - Creating and implementing strategies for enhancing GVA's pottery

studio programs including increasing revenue generation and student development

**Qualifications**

- A bachelor's degree preferably in ceramics, art, art education or a related discipline is preferred
- The successful candidate will be:
  - Proficient at all aspects of studio management
  - Proficient in wheel thrown and hand-built ceramics
  - Able to communicate effectively with students
  - A self-starter, capable of working independently with minimal supervision
  - Capable of working effectively with a wide range of individuals including artists, teachers, customers, board members, students, volunteers and the general public
  - Able to handle multiple responsibilities simultaneously

**Experience**

A minimum of five years successful professional experience, preferably in ceramics and/or the visual arts, teaching, communications or a related field is required.

**Submit  
resumes  
via e-mail to:**

Susan Ryles  
Executive Director  
Glynn Visual Arts  
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Saint Simons Island, GA 31522  
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