

Youth Art Teacher

Reports To: Youth Programs Manager

Salary/Wage: \$20.00-\$23.00/hour depending on experience

Schedule: 3:15 to 5:45 pm, every Tuesday, Approx. 3.5 hours/week with prep time. Start date: November 3rd to June 1st (breaks for Portland Public School Scheduled summer, winter and spring breaks)

The NECC is an independent non-profit community center and treasured neighborhood anchor in NE Portland. Located in the former NE Family YMCA facility, the NECC is a thriving hub that offers recreation, aquatics, fitness, wellness, and enrichment programs and activities for all ages. Valued by staff and participants for its welcoming intergenerational environment, the NECC strives to strengthen the fabric of our community by providing opportunities to stay active, socially connected, and physically/mentally healthy.

Our weekly art class aims to provide a safe and supportive environment for children to be creative and learn basic art skills. Our top priority is that kids have an enriching experience creating their art project, even if it's not pretty. We aim to create a safe environment—physically, socially, and emotionally. Our goal is to bring an equity lens to all parts of the program and ensure that we are adequately prepared to (and intentional about) provide inclusive care for children from low-income families, who are BIPOC, who are gender diverse or expansive, and who are neurodivergent.

To ensure that NECC programs are culturally relevant, inclusive, and representative of the youth involved, NECC encourages BIPOC (Black, Indigenous, and People of Color) applicants. We value the life experiences of BIPOC individuals, persons who are LGBTQIA2S+ (Lesbian, Gay, Bisexual, Transgender, Queer/Questioning, Intersex, Asexual, Two-Spirit), and persons who have been historically underrepresented.

Job Overview

The art class is open to students 6-12 years old, so creating classes that are age-inclusive is essential. The maximum class size is 10 students, with an average of about 5 students in the class most sessions this year. The average age is 7 years old.

We run two classes back-to-back, each class running 45 minutes. The first class is for the 6-8 age range, and the second is for the 9-12 age range, with a 15-minute break between the classes.

Example projects we have done in the past are jewelry making, bird houses, image transfer, weaving, stamp making, and succulent gardens. The Fall 2 class themes have already been decided- a coloring class for ages 6-8, and a general drawing and painting class for 9-12. After the Fall 2 class ends in December, you will be free to choose your own class themes!

The art teacher is responsible for planning activities, buying and prepping supplies, and staying within budget and allocated prep hours. The budget for a **fully enrolled class** is approximately \$20/class (7 class term would be \$140) with a goal of using up the supplies we already purchased (we have a very full craft closet). The art teacher gets up to 1.5 hours of prep time a week that can be used for general planning and going shopping for art supplies. If there are only 5 kids enrolled, supply costs should be less.

The art teacher can also, if they so choose, host other art workshops for both adults and youth once a month. We do not have a full kitchen set, so we cannot do any oven-based projects.

For a description of the program, visit our website: necommunitycenter.org/youth-dance-art-classes/

NECC provides Sick Pay (accrued), COVID pay, and a membership to the facility for all active employees.

Essential Functions:

- Provide direct care to children and teach a group of kids ages 6-12. Occasional age override for 5-year-olds.

- Plan, prepare & deliver exceptional youth activities to meet NECC's mission and values, serve NECC members and the community, and teach youth skills through leadership.
- Be familiar with and ensure compliance with Safety Practices and Protocols, including COVID-19 protocols, cleaning, and sanitation, Child Protection Policy, and Safe Street practices.
- Emulate the qualities of a leader and positive role model.
- Responsible, ethical, and child-centered decision-making skills. Inclusive art activities that are trauma-informed and culturally aware.
- Have age-appropriate conversations with participants about their community
- Other duties as assigned

Position Requirements

- **All applicants must have previous childcare and art experience and be at least 16 years old**
- Willingness to participate in activities with children (requires a high level of energy)
- Strong organizational, de-escalation, time management, critical thinking & problem-solving skills
- Commitment to Equity: Apply an equity and inclusion lens to reframe children's behavioral and/or other issues as they occur, and communicate the importance of this approach to staff, parents, and children in audience-appropriate ways.
- 100% of staff at the Northeast Community Center have received the COVID-19 vaccine. The person hired for this position will be required to be vaccinated.
- The person in this position needs to be able to: physically manage a group of children, ascend/descend two flights of stairs, and move up to 30 pounds. Unfortunately, our building is not currently ADA accessible.
- If selected, candidates will need to submit and pass a background check.
- Preferred, but not required:
 - Bilingual
 - Background working with neurodivergent children or children who experience a disability

Position Details

- NECC follows the Portland Public Schools calendar breaks (summer break, spring break, winter break).
- This program only operates during the school year, but there is the possibility of year-round work in our other youth programs.

To Apply

- Apply on our website at- <https://necommunitycenter.org/get-involved/>

Timeline: Applications are accepted and scheduled for interviews on a rolling basis. We encourage you to submit your application as soon as possible to be considered for the position, which starts on November 3rd, 2026.