



Job Title: Art Studio Instructor

Shift: Available Sunday's and afternoons during the week

To apply email your resume and a time you can come in for an interview to info@fcwi.org

Job Summary:

Employees are representing all that the Friendship Circle stands for. With all the important tasks we do, the most important task of all is to make Friendship Circle a place where everyone feels comfortable, accepted and "at home". For this reason, it is imperative for ALL employees to have a pleasant demeanor, smile at clients and leave personal conflicts or challenges at the door. People can FEEL positive energy and it can transform someone's experience completely.

In addition to setting the right vibe, Friendship Circle employees are responsible for providing excellent customer service in all aspects of their jobs.

Friendship Circle programming is key to the success of the organization. We offer numerous programs every week, and seek to engage members of the community in our events, whether virtual or in-person.

Key Responsibilities:

The Art Studio Instructor is responsible for running the Friendship Art Studio.

The Art Studio Instructor is responsible to:

- Host open art studio time
- Host birthday parties
- Work 1 on 1 with people with special needs
- Create new art projects seasonally
- Establish ongoing art classes
- Establish and maintain a safe and clean environment.
- Attend all Friendship Circle team meetings, and participate as an engaged team member.

Employees need to keep learning and growing and be open to helping others develop as well! Our café employs people with special needs, and we expect our employees to work alongside them, and mentor them, as needed.

We offer some great perks! All employees receive:

- A free drink during their shift
- 50% off of meals while working
- 10% off café/bakery items
- 10 paid days off for full time employees or 5 for part time.
- A free uniform shirt to wear when working; more available for purchase at significantly reduced rate

Required Qualifications:

Basic computer skills

Basic art skills

A valid driver's license and means of transportation

Ability and willingness to work alongside people with special needs.

We are looking for people who have the ability to:

- Utilize basic computer technical skills (ability to update social media)
- Be creative
- Work in a team environment
- Maintain a positive demeanor, especially during busy times
- The ability to run errands on behalf of Friendship Circle

The Friendship Circle will only employ those who are legally authorized to work in the United States for this opening. Any offer of employment is conditioned upon the successful completion of a background check.

Starting Pay:

\$12 - \$18 an hour depending on experience.

Hours: 15 hours per week

About Friendship Circle: Friendship Circle of Wisconsin provides support, friendship, and opportunities to include people with special needs in our community. Together with an amazing team of community volunteers, a variety of social, educational, and vocational experiences are shared. Friendship Circle encourages an inclusive community where all individuals are valued regardless of the challenges they face.

By integrating those with challenges into our community and with your help, we are reversing mindsets. Through highlighting achievements, not limitations, we create a world of acceptance and inclusion, helping these special souls to achieve their fullest potential.

While many wonderful organizations assist those with special needs, most are focused on goal-oriented therapeutic care. The Friendship Circle brings another dimension in that it channels the energy of community volunteers to provide impactful programming and meaningful friendships for individuals with a full spectrum of special needs. By having this unconditional love flow from the youthful spirit of well-guided teenagers and also adults, our volunteers are able to reach individuals in ways that professionals, or even family members, cannot. At the same time, the program has had a profound effect on our teen and adult volunteers, instilling within them the values of giving and gratitude.