



427 Main Street, PO Box 174
Winter Harbor, ME 04693
207.963.2569 • www.schoodicartsforall.org



Artwork by After School Art Club student, Delillah, Age 9

Schoodic Arts for All's mission is to enrich our community by providing welcoming, accessible art programs that engage, educate, challenge, and inspire people from all walks of life.

Summer Assistant Position

Dates: Approximately June 1 - August 30, 2024

Pay Rate: \$20 per hour

Type: Seasonal

Hours: Approximately 40 per week; exact schedule to be determined

Position duties:

- Administrative/office support
- Greeting visitors
- Answering phones
- Representing Schoodic Arts for All in a friendly, welcoming manner
- Assistance with event setup and break down
- Moving supplies and materials between venues
- Other duties as assigned

Requirements for a successful candidate:

- A desire to support the mission of Schoodic Arts for All
- A strong work ethic and a positive attitude
- Strong computer skills
- Strong organizational and communication skills
- A willingness to work as part of a team
- Flexibility in hours worked (some evenings and weekends may be required)

Because our events take place at multiple locations, candidates with a driver's license and their own vehicle are preferred.

Schoodic Arts for All is an equal opportunity employer.

Email cover letter and resume to: lisa@schoodicartsforall.org

No phone calls, please.

Board of Directors:

Joan Dempsey, President • Denny O'Brien, Treasurer • Maureen Andrew, Secretary
Roy Gott • Cathy Johnson • Roberta Parritt