

**New Urban Arts
Arts Mentoring Fellow
Job Description**

The Arts Mentoring Fellow supports the professional development of Artist Mentors as well as enhances New Urban Arts' image in the field of community arts through reflective documentation of our studio learning community. The yearlong position supports our Afterschool Youth Mentorship Program from October through May, with an option for a one-year renewal. Fellows work closely together with the Program Director to assess the effectiveness of the Artist Mentor Program, along with coordinating studio hours, events and residency with the Studio Manager. S/he strives to foster a rewarding workplace that is stimulating, trusting, and results-oriented, where the mission of New Urban Arts can thrive. The Arts Mentoring Fellow reports to the Program Director.

Goal-Support Artist Mentors:

- Ensure that every Artist Mentor is equipped to help their students achieve New Urban Arts' goals.
- Ensure that every Artist Mentor's participation New Urban Arts has a positive impact on their career development as community-oriented artists.
- Build and sustain a positive and supportive community of Artist Mentors characterized by New Urban Arts' core values.
- Improve the retention of Artist Mentors annually.

Specific responsibilities associated with these goals include, but are not limited to:

- Assuming responsibility for the success of a group of 10 Artist Mentors as assigned by the New Urban Arts Program Director by developing individual mentoring relationships.
- Leading regular inquiry sessions with an assigned group of Artist Mentors as part of New Urban Arts' Artist Mentor professional development program. The content and objectives of these sessions can and should be determined with Artist Mentors collaboratively and respond to the diversity of backgrounds, experiences and intentions of the Artist Mentors.
- Regularly (weekly at minimum) communicating with each assigned Artist Mentor to monitor their experience at New Urban Arts. Contact may be in person/phone/email/facebook etc.
- Planning and leading relevant portions of Artist Mentor Fall orientation and Winter Retreat with the Program Director.
- Attending studio hours twice-weekly and observing each of your Artist Mentor with students at least once a month.
- Introducing Artist Mentors to new resources, opportunities and social networks.
- Nurturing collaboration among Artist Mentors in their creative and mentoring practices.

Goal-Share publicly artwork or ideas about community arts practice:

- Reach new audiences with New Urban Arts ideas, ecology, values and program model through strategies that do not simply share information passively, but rather encourage creativity, information sharing, and collaboration.

Specific responsibilities associated with this goal include, but are not limited to:

- Develop a systematic plan for documenting and disseminating thought pieces, ideas, and projects reflective of New Urban Arts practice that is updated regularly and sparks interactive dialogue both within and outside of the New Urban Arts community.
- Encourage diverse individuals and/or groups to directly engage the New Urban Arts studio as a means to further discussion on creative and community practice.
- Organize public events and initiatives that bring diverse individuals into New Urban Arts studio's to share how they integrate creativity into their personal and professional lives. At minimum, it is expected that between 3 and 5 public conversations are organized (or their equivalent) throughout the program year.

Goal: Be an Active Presence in the New Urban Arts Studio

- Use the studio for personal creative practice to create new work one afternoon each week
- Organize or personally conduct a weeklong artist residency during February and April school vacation;
- Exhibit personal artwork in New Urban Arts gallery in November;
- Participate in organizational events, such as exhibitions, annual campaign, performances and workshops.