

ARTSENTA

Wellbeing through creativity & community

462 Princes Street, Ōtepoti/Dunedin
www.artsenta.org

ART WORKER – CERAMICS FOCUS – PART TIME

1.0 Background – About Artsenta

Artsenta is a community art studio for people who are receiving support for their mental health or addiction, and is based at 462 Princes Street, Dunedin. We offer a diverse range of creative activities such as music, craft, creative writing and visual arts as part of attendee's recovery journey.

We are a non-clinical service, and do not offer art therapy. We work on the premise that creative expression and the creative process helps nourish and support people's wellbeing. We aim to increase access to the arts and provide a safe environment for tangata whaiora – people seeking wellbeing – to be creative and connect with each other and the wider community.

Artsenta is overseen by a non-profit organisation called the Creative Arts Trust which has been operating for 38 years. Its mission is "Wellbeing through creativity and community".

Artsenta is funded by Te Whatu Ora and the Ministry of Social Development. We currently provide services to approximately 200 people a year. Apart from Artsenta in Dunedin, we also have teams providing creative wellbeing sessions in North, Central and South Otago. For more information about our work please see our website www.artsenta.org

2.0 Artworker position

This role includes responsibility for our ceramics area including leading pottery workshops, overseeing glazing, the pottery wheel and the use of the kiln.

The art worker will be based in the Artsenta studio working alongside people to achieve their creative projects. Art workers are responsible for the maintenance of a safe and effective workshop environment on a day-to-day basis.

The job description and person specification below outlines the role in more detail. The position is for 3-4 days per week, 8.30am to 5pm, with a 1 hour lunch break (up to a total of 30 hours per week).

The applicant will be required to gain a level 4 mental health qualification as part of the role if they don't already have one. Other required training includes First Aid and Treaty of Waitangi/cultural competency.

3.0 How to apply

- Letter of application. This should include the following:
 - a) Personal details (professional background, relevant experience, etc)
 - b) How you meet the person specification listed in the position description
 - c) Why you are applying for the position

Please note: We will shortlist for interview on the strength of your CV and the letter of application.

- Curriculum Vitae. An art portfolio in not required though links to images of your work are welcome. Applicants should supply details of two referees. Referees will only be contacted if you are short listed and after the interview stage.
- Applications should be sent to: director@artsenta.org

by Wednesday 30 October 2024

4.0 Selection Process

Applicants short listed for interview will be required to visit the Artsenta studio. This will be done individually and is an important part of the selection process.

The interview panel for the position will include:

- The Director and a staff member from Artsenta
- An Artsenta artist representative

5.0 Police check and start date

The successful applicant will be required to undertake a police record check. This is a standard procedure in the mental health sector.

The expected start date is January 2025 or as negotiated.

Person Specification – what we are looking for

NZ citizen or permanent resident

Skilled ceramic artist with interest in a range of art and/or craft forms

Excellent interpersonal skills are critical. Must be able to relate to a wide range of people including those whose behaviour, values or beliefs are contrary to your own.

Strong interest in working with and supporting people

Ability to work collaboratively within a team setting

Experience working with people from different cultural backgrounds

Strong interest in and familiarity with the creative process

Ability to work in a professional manner which respects the individual needs of Artsenta artists

Understanding of mental health services and/or lived experience of mental distress. Must be able to manage your own wellbeing in the context of stressful situations and people in distress.

NZ driving license

Good general health – some lifting required

Creative Arts Trust

Position Description – Art Worker

Responsible to:

Director/Deputy Director

Functional relationships:

- Artsenta artists and their whanau
- Artsenta staff
- Staff from other health sector agencies

**Mission of Creative:
Arts Trust**

All Artsenta staff are required to support and work towards achieving the Creative Arts Trust's mission:

“Wellbeing through creativity and community”

Purpose of position:

To support tangata whaiora to be creative within the Artsenta workshop and other programmes and activities.

General

1. Support the provision of Creative Arts Trust services in accordance with our mission, vision and values.
2. Work in a manner that respects the safety, mana and dignity of Artsenta artists, and which allows them to play an active and positive role in the provision of Artsenta services.

Operational

3. Work collaboratively with the Artsenta team in the provision and development of services at Artsenta and within our outreach programmes. This includes:
 - Supporting artists wishing to develop their artistic talents and explore their creativity
 - Encouraging and supporting a positive and harmonious workshop environment
 - Developing and supporting special projects at Artsenta or in the wider community
4. Day-to-day operational duties such as:
 - Overseeing and coordinating the use of the ceramics area
 - Opening and setting up the workshop
 - Welcoming and introducing new artists to Artsenta
 - Being 'on workshop' as needed
 - Working alongside artists where they require support and advice
 - Completing Art Plans and associated documentation
 - Maintaining a clean and safe environment
 - Planning and working on creative projects
 - Meeting with artists and their support people as needed
 - Taking part in staff briefings at the start and end of each day
5. Undertake training that supports best practise within the arts and mental health sectors. Mandatory training includes mental health (level 4), first aid, and cultural responsiveness.
6. Take part in staff planning and allocated operational administrative duties as needed.
7. Work within approved policies, procedures, and operational systems, and help to support the maintenance of a safe and effective work environment.
8. Support the annual work programme and strategic direction of Artsenta including meeting our commitment to the Treaty of Waitangi.
9. Support the work of the Creative Arts Trust/Artsenta at work-related events or sector meetings and to liaise with other agencies as needed.
10. Other tasks as identified by the Director or Deputy Director.