

CENTRAL CITY HOSPITALITY HOUSE

JOB ANNOUNCEMENT

TITLE: Substitute Studio Assistant – Community Arts Program
REPORTS TO: Program Manager, Community Arts Program
COMPENSATION: \$12.00/hour
STATUS: Substitute, non-exempt, non-union position
DEADLINE: Open until filled. Internal deadline is 5pm, Tuesday, July 12, 2011; no exceptions.

ORGANIZATION DESCRIPTION:

Founded in 1967, Central City Hospitality House is a progressive, community-based organization located in San Francisco's Tenderloin neighborhood that provides opportunities and resources for personal growth and self-determination to homeless people and neighborhood residents. Our mission is to build community strength by advocating policies and rendering services which foster self-sufficiency and cultural enrichment. We use a peer-based approach and encourage participation from our constituents on various levels of decision-making and service-delivery.

Hospitality House has five programs. The Tenderloin Self-Help Center and Sixth Street Self-Help Center are community centers that provide a range of emergency and support services using a low-threshold, peer-based, self-help model. In addition to housing, case management, harm reduction, and mental health support, the Centers have an extensive Employment Services component. The Shelter Program is a small men's dormitory that provides basic emergency shelter as well as one-on-one case management and counseling to assist people in moving into permanent housing and addressing other issues creating barriers to stability and self-sufficiency. The Community Arts Program is a unique space where individuals can create, house and sell artwork, offering open studio hours, workshops, a creative writing class, and an opportunity for artists to exhibit and sell their work. The Community Building Program encompasses employment services, volunteer opportunities, and the Healing, Organizing and Leadership Development Program which trains interns in examining trauma and engaging in community organizing. All programs work together to provide a range of support, resources, and opportunities for people to achieve stability and self-sufficiency.

POSITION DESCRIPTION:

Under the supervision of the Program Manager, Substitute Studio Assistants will provide artistic access, peer counseling, and advocacy in the Community Arts Program to support artists and motivate them to create art and to improve their overall physical, emotional, and economic health. Substitute Studio Assistants will staff program activities and assure the safety and comfort of artists in their care, providing respectful, compassionate, culturally-competent, attentive treatment of artists as well as effective outreach and engagement of individuals who may have difficulty participating in program activities. Substitute Studio Assistants will also provide artistic guidance and instruction and assist in the coordination of exhibition and promotion activities for the Community Arts Program. There will be a high level of expectation placed on successful participant engagement and prompt, effective service delivery.

QUALIFICATIONS:

- Two years arts and peer counseling experience, particularly working with diverse constituencies or a BFA degree and related arts experience in a social service environment.
- Previous personal experience with poverty, homelessness, mental illness, and/or substance use issues.
- Competence in a wide range of artistic media and techniques, including those for painting, drawing, collage, screen printing, ceramics, photography, and/or new media.
- Demonstrated ability to actively engage & assess people who are experiencing homelessness, active drug use, mental illness, and other barriers to stability and health utilizing the modalities of harm reduction and self-help. Ability to work compassionately with those who have difficulty engaging with service providers.
- Ability and skill to become familiar with all participants who regularly visit the program and to motivate and engage them into art activities and services as they are ready. Ability to develop effective relationships following the principles of harm reduction.
- Ability to effectively resolve conflicts among participants and to de-escalate potentially violent situations.
- Ability to work professionally and ethically in a team setting, including the ability to maintain a high level of confidentiality.
- Excellent interpersonal communication and active listening skills.
- Excellent documentation and organization skills.
- Ability to attend staff meetings and trainings that are not during regular shift hours.
- Bilingual English and Spanish, Russian, Vietnamese or Chinese preferred.
- Portfolio of three to five works in a variety of media.

RESUME & COVER LETTER TO:

Central City Hospitality House/Substitute Studio Assistant Search (Community Arts Program)
290 Turk Street, San Francisco, CA 94102, or personnel@hospitalityhouse.org

Please specify the position for which you are applying. Please NO PHONE CALLS or VISITS.