

## Mosaic Production Assistant

**This position is pending funding by the Government of Canada – Canada Summer Jobs program.**

<b>Location:</b>	Clayworx: Ceramic Art Learning Centre, 664 Dundas St. London ON
<b>Salary:</b>	\$19.00/hour
<b>Working Hours:</b>	35 hours/week
<b>Start Date:</b>	May 5, 2025*
<b>End Date:</b>	Aug 22, 2025
<b>Duration:</b>	8 Weeks

\* start date negotiable as long as 8-weeks is fulfilled by end date

### ELIGIBILITY REQUIREMENTS

- be between **15 and 30 years** of age at the start of the employment.
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*; and,
- be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

### JOB DESCRIPTION:

Clayworx currently has mosaics projects at various stages of development. Under the guidance of the Mosaic Lead, the mosaic production assistant will assist with the making, tracking and installation of mosaic tiles using grout and mortar. This position is an excellent opportunity for someone who loves to work outdoors with their hands to gain a new skill. On the job installation training will be provided. Applicants **must** be able to lift heavy materials and equipment and have stamina to stand or kneel for hours at a time. Outstanding attention to detail is required.

The successful applicant will work closely alongside the Mosaic Lead, to be mentored and assigned daily tasks and responsibilities related to development and delivery of the final mosaic art works. The youth will be encouraged to identify challenges and evaluate solutions, thereby gaining significant problem-solving and leadership skills. The Mosaic Lead will provide supervision and mentorship for the youth to utilize the theories and lessons learned from their education and experience into their daily work.

Clayworx offers a new series of classes teaching people how to design and install small scale mosaics. In these classes discarded pieces of pottery are used, reducing the amount of ceramic pieces that are sent to the landfill.

These pieces require processing to make them into suitable sizes for use in this class, the successful applicant will play a significant role in processing these into shards and sorting them by colour for use in mosaic classes.

## RESPONSIBILITIES:

The youth will assist experienced artists and technicians in preparing for and installing art mosaic projects and mosaic classes/workshops. Tasks may include:

- Loading and unloading of kilns of mosaic work - coordinated with Studio and Facilities Manager.
- Packing, labeling, and storing tiles for future installation.
- Mixing and testing glazes, mortar, and grout.
- Creation of tiles from wet clay, applying glaze.
- Reclaiming clay used at mosaic tile making workshops.
- Cleaning & organizing the studio: tables, floors, sinks, tools after mosaic tile making workshops and/or mosaic classes.
- Setup of installation site, gathering and transporting tiles, grout, and mortar.
- Installation of tiles under direction of lead artist.
- Helping to maintain reports on progress of work, materials used, rates of production and other production information using manual and/ or computerized systems.
- Communicating with Studio and Facilities Manager about supplies needed.
- Assisting with the processing of discarded pieces into shards to be used in future mosaics projects and classes.
- Assisting artists with teaching a mosaic class/workshop.

The youth will interact with Artist Lead(s), technicians, our studio members, and the public who may walk by the installation site(s).

## REQUIRED QUALIFICATIONS:

- 2 years of previous experience working in an art-making environment.
- Knowledge of working in a professional ceramics studio and understanding of the basics of daily studio operation, as well as health and safety guidelines.
- Be able to communicate both verbally and in writing in a thorough, clear, and timely manner.
- Ability to effectively work with others.
- Ability to repeatedly lift and carry up to 50 lbs of materials.
- Availability to work evening and weekend hours - only if needed to meet installation deadline or workshops.
- Previous customer service or public-facing experience: ability to exercise tact and discretion.

- Ability to handle multiple tasks, be detail oriented, problem-solve, and prioritize in line with project goals.

## PREFERRED QUALIFICATIONS AND TRAITS:

- Previous professional experience in ceramics studio.
- Current First Aid, CPR, WHMIS Certification.
- Passion for organization and cleanliness.
- High attention to detail.
- Team player.
- Ability to work outside for long hours when required.

## APPLICATION REQUIREMENTS:

In a single PDF file (max size 5MB), please include:

- Cover letter.
- Resume (Optional C.V.).
- Up to 10 images of your work (optional).
- Reference list (required) or reference letters (optional) - include full names, relationships to you, and contact information.

**Please send your application to the attention of the Studio and Facilities Manager at Clayworx via email to [technician@clayworx.ca](mailto:technician@clayworx.ca)**

Clayworx is an equal opportunity employer committed to fostering a diverse and inclusive work environment. We welcome applications from all qualified candidates and encourage Aboriginal peoples, visible minorities and people with disabilities to apply. Any request for accommodation will be considered throughout the hiring process.

We thank all interested applicants. Please be advised that only those selected for an interview will be contacted.

This position is pending funding by the Government of Canada – Canada Summer Jobs program.

**Application Deadline: Sunday April 27, 2025**