



JUXTAPOSITION ARTS

ORGANIZATION SUMMARY

Juxtaposition Arts (JXTA), founded in 1995, is a youth- focused visual art and design non-profit based in North Minneapolis, Minnesota. It began as an arts enrichment workshop for 15 youth in a public housing community and today is a thriving cultural center that employs 100 people annually, including 65 youth. JXTA has grown from conducting its afterschool visual art programs out of a small, leased space into operating out of four buildings that it owns, on a commercial corridor, where young artists' contributions to the neighborhood are prominent and visible. In addition to its art education and community development work, JXTA's core strategic focus is to scale JXTALabs, the organization's social enterprise ventures that have grown 250% since opening five years ago. JXTALabs employ youth 14-21 years old in year-round part-time jobs in graphic design, fashion design, urban design, and contemporary art. Youth apprentices work side by side with professional artists and designers and generate revenue to support the businesses by producing logos, apparel, paintings, public art, as well as providing community engagement services for clients.

The organization's current team of twenty full-time, part-time and contract artists and staff work with 65 youth employees, 40 partners, more than 3,000 students and 10,000 audience members annually. www.juxtapositionarts.org.

Juxtaposition Arts is an equal opportunity employer committed to affirmative action and a diverse work environment. People of color, people with disabilities, women, and people who identify with other marginalized groups are encouraged to apply.

JXTALABS

Through our workforce development program, youth and young adults ages 14-21 are employed in year-round apprenticeships in art and design. Apprentices are trained and mentored by adult practicing artists, designers, and architects in five revenue-earning production studios, or JXTALabs. In JXTALabs, apprentices work on real projects for JXTA clients, customers, and our campus. Successful completion of one VALT session is required in order to be eligible to interview for a paid apprenticeship in JXTALabs. The starting wage is \$12.25/hr and apprentices work an average of 9 hrs/week in the school year. (Note: JXTA is increasing our wages annually to keep pace with the City of Minneapolis's \$15/hr minimum wage policy.)

The Graphic Design Lab is an educational studio at JXTA that educates paid Apprentices in the technical tools, theories, and practices of Graphic Design. The Lab is managed by experienced designers who teach and mentor 8-10 Graphic Design Apprentices. Our cultural charge is to design curriculum and build an environment that centers and affirms



JUXTAPOSITION ARTS

black cultural production and artistic expression, while Incorporating the JXTA Lab pedagogy.

JOB TITLE: Graphics Design Lab Lead

POSITION SUMMARY:

Are you someone who understands the balance between design and technology, appreciate the important role of mentoring and supporting young people to develop skills that make an impact in graphic design, illustration, animation, marketing and advertisement and comes with a robust artistic practice and portfolio? Then this may be the role for you!

Juxtaposition Arts (JXTA) seeks and energetic, organized educator who has a background in graphic design or illustration to be a committed member of our organization's team. This full-time position ensures the functionality of educating young apprentices, overseeing the client work connected through the lab, and is an equal contributor to our JXTALABs program in bringing contemporary, modern and cultural relevant content and skills to our team

Our campus at the intersection of Emerson Avenue and West Broadway in North Minneapolis represents how its residents are creative, innovative, and self-sufficient contributors to the region and the state. The person will be a key member of transitioning our campus as we expand fall 2022 in the spring of 2023.

This position will report directly to the Chief Cultural Producer and works in coordination with our programs team. This role ensures that we are providing the skills and educational tools that support young people being equipped to launch into future skills that support

POSITION HOURS: 40 hours/week FTE

COMPENSATION: \$50,000-55,000/year



JUXTAPOSITION ARTS

Primary Responsibilities:

Lead Educational Lab- Develop Curriculum for the Lab that addresses:

- Design tools, equipment, and techniques
- Design theory and Principles
- Internal design projects and client work

Daily teaching and Mentorship

- Maintain JXTA pedagogy in collaboration with *Chief Cultural Producer*
- Conduct daily trainings and facilitate collaborative learning techniques
- Communicate regularly with apprentices for Lab needs and organizational updates
- Apprentice reviews and documentation
- PaCC duties in collaboration with *Program Manager*

Lab Management

- Manage Apprentice session schedules and attendance in alignment of budget
- Approve Apprentice's bi-weekly timecards
- Participate in Valt interviews
- Maintain Lab equipment and facility resources in collaboration with *Program Manager* and *Facility Manager*
- Track usage of Lab budget while making decisions based on finances.

Execute Graphic Design Client Work:

Project management

- Contribute knowledge of graphic design capabilities and strategy in collaboration with *VP of Design Strategy*
- Attend internal project management meetings and check-ins in collaboration with *VP of Design Strategy*
- Maintain client communication, meetings, and exchanging of deliverables

Creative team management

- Creative direction and project research in collaboration with creative team(s)
- Execution of design projects in collaboration with Graphics team



JUXTAPOSITION ARTS

- Collaboration with other Labs and creative teams
- Independent project execution

Contribute to Internal Operations - Execute internal design work

- Keep up to date with creative direction in collaboration with *Chief Cultural Producer*
- Develop Graphic design needs in collaboration with other Labs and Operations
- Maintain JXTA's brand standards

Contribute to Organizational wide Operations

- Attend all team meetings and communication
- Attend annual events

Session Schedule: Lab Schedules

- Fall, winter, spring sessions hours are 3:30p- 7:30p (this schedule follows the school calendar)
- Summer Hours are flexible daytime depending on programmatic schedule set each calendar year

Skills and Qualifications		
Required Design Skills: <ul style="list-style-type: none">• Professional graphic design resume• Proficiency in Adobe/industry tools• Project Management• Creative Direction• Execution of deliverables	Operational Skills: <ul style="list-style-type: none">• Cultural Competency• Arts Advocacy• Communication• Team Collaboration• Time Management• Organization	Helpful Experience/Interest: <ul style="list-style-type: none">• Teaching / arts education• Youth development• Curriculum development• Community engagement• Mural painting• Multidisciplinary art practices