



Position Description: Media Arts Associate - Media Makers

Outside the Lens seeks a passionate and dedicated Media Arts Associate with teaching experience working with individuals with intellectual and developmental disabilities, and knowledge in Photography, Filmmaking, Mixed Media and other Media Arts disciplines. As a Media Arts Associate you will play a pivotal role in fostering creativity and promoting the transformative power of media arts within San Diego's neuro-diverse community.

About Us

Outside the Lens (OTL) activates and amplifies voices of youth through photography, filmmaking, and media literacy, catalyzing change within themselves and their communities. For over 20 years, OTL has brought arts-integrated programming to over 23,500 students in weekly classes, after-school programs, summer sessions, workshops, and teacher training. Their project-based approach is designed to engage students with core academic subjects, creative thinking, and issues important to them to envision and build a more equitable and inclusive world. For more information, visit <https://outsidethelens.org/>.

Position Summary

Join Outside the Lens (OTL), an innovative organization igniting confidence in young people through media arts. The Media Makers Media Associate at Outside the Lens (OTL) supports the Media Educator in delivering media arts

education to individuals with intellectual and developmental disabilities (I/DD). The Media Associate assists in implementing the curriculum, engaging with participants, and supporting the overall success of the Media Makers program.

Our Culture

Outside the Lens is an inclusive arts education nonprofit located in San Diego's Promise Zone, home to the City's most culturally rich and ethnically diverse neighborhoods, home to many of the students we support. Our collaborative culture provides employees the opportunity to develop and share their skills and expertise—learning from each other and the communities we work in. With a growth mindset, we exercise our values of transparency, justice, equity, diversity and inclusion both inside and out of the classroom.

Benefits

\$21-25/hour, commensurate with experience*

Accrued Paid Sick Leave

This is a Full Time position (30-40 hours per week)

**Full time employees have access to: Medical, dental, and vision insurance and 403(b) retirement plan*

Roles & Responsibilities

Program Implementation:

- Supports coordination and execution of final exhibitions for students to share their work.
- Proactive in assisting with classroom and program needs.

- Supports incorporating best practices in teaching and learning, utilizing a variety of effective instructional techniques.
- Creates and maintains a positive classroom environment to provide and support student engagement, mutual respect, student choice, and collaborative learning opportunities.
- Utilizes a variety of effective instructional and classroom management techniques.
- Provides consistent, immediate feedback to student learning and asks analytical questions that elicit students' responses that incorporate prior knowledge, life experience, and interests that are directly related to the content objective.
- Collaborates with Media Makers staff to establish a safe space for participants.
- Support individual and small groups of students as needed.

Program & Curriculum Development:

- Supports the development of projects and lessons for students aligned with program goals, outcomes, curriculum standards and varying interests and needs of students.
- Creates projects with corresponding lesson plans and detailed curriculum maps ensuring alignment with program outcomes, OTL methodology and the OTL JEDI framework.
- Utilizes and implements OTL assessments for planning and instruction.
- Combines own artistic practice together with the curriculum development process.
- Supports with promotion and attendance of other OTL teammates' events.
- Meets regularly with the Media Makers Team.

Program Administration and Operations:

- Manages organization of student work, materials and equipment.
- Supports implementation of each program's pre and post-evaluation (mid-eval when applicable), ensuring program outcomes are being met.
- Lead games/icebreakers or other activities as needed.

Qualifications and Requirements

- Degree or experience working in the field with photography, video or film production, graphic design, or other areas of media arts.
- Experience working with youth with special needs, particularly in media or arts education is a plus.
- This position may require work outside of business hours, including evenings and weekends.
- This position requires being on site in the office and the ability to get to various locations in San Diego County.

Knowledge, Skills and Abilities

- Excellent communication skills and the ability to work with individuals with diverse backgrounds and abilities.
- Basic knowledge of media arts techniques and equipment.
- Ability to work collaboratively in a team setting.
- Strong attention to detail and organizational skills.
- Flexibility and adaptability to meet the needs of the program and participants.
- Understanding of program implementation processes and instructional best practices.
- Familiarity with curriculum development principles, assessment methods, and program administration tasks.
- Proficiency in supporting program implementation, coordination of exhibitions, and addressing classroom needs.
- Ability to develop projects and lessons aligned with program goals, curriculum standards, and student interests.
- Skill in managing program data and evaluation processes, as well as leading activities as needed.
- Ability to adapt instructional techniques to meet student needs and effectively organize materials and equipment.
- Ability to promote OTL teammates' events, utilize assessments for planning, and support program updates.

* The pay range provided above indicates the minimum and maximum potential earnings within the specified pay scale. The final rate for an

individual hired for this position will be determined by a range of factors, including but not limited to their professional and academic background, training, job responsibilities, and specific business and organizational requirements. Please note: salary decisions are tailored to the unique circumstances of each individual hire.

Our Commitment

Outside The Lens is highly committed to diversity and a workplace environment that respects, appreciates, and values employees from all backgrounds; candidates of color are strongly encouraged to apply. OTL is an equal employment opportunity employer. OTL's policy is to not discriminate against any applicant or employee based on race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, marital status (including registered domestic partnership status), sex and gender (including pregnancy, childbirth, lactation and related medical conditions), gender identity and gender expression (including transgender individuals who are transitioning, have transitioned, or are perceived to be transitioning to the gender with which they identify), age (40 or over), sexual orientation, Civil Air Patrol status, military and veteran status, or any other basis protected by applicable federal, state, or local laws. OTL also prohibits harassment of applicants or employees based on any of these protected categories. To comply with the Americans with Disabilities Act and other applicable laws ensuring equal opportunities to qualified individuals with a disability, reasonable accommodations are made for the known physical or mental limitations of an otherwise qualified individual with a disability unless an undue hardship, direct threat to health and safety or other job-related consideration exists.

This job description is intended as a guide to the general job responsibilities and is not inclusive of all everyday duties the employee is expected to perform.

Please send cover letter and resume to: hr@outsidethelens.org

Subject Line: Media Arts Associate - Media Makers