



**City of Los Angeles Department of Cultural Affairs
Community Arts Division
Community Arts Outreach**

**JOB OPPORTUNITY NOTICE
ART INSTRUCTOR (PART-TIME)**

Notice Open Date: Friday, February 13, 2026

Employer: City of Los Angeles

Department: Department of Cultural Affairs (DCA)

Division/Section: Community Arts Division

Program: Community Arts Outreach

Job Location: Multi-sites

Hourly Pay Rate: \$36.69

Classification / Code: Art Instructor / 2433

Weekly Schedule: TBD within the schedule of Monday - Friday

Type: Part-Time / 1070 (as-needed, two to three days per week, not to exceed 1000 hours per year)

DEADLINE TO APPLY: Friday, February 27, 2026

PROGRAM OVERVIEW

The City of Los Angeles Department of Cultural Affairs has a position open for a part-time (as-needed) Art Instructor. An Art Instructor collaborates with the supervising Director to research, design, coordinate, and implement arts programs that are responsive and representative of community input and staff expertise at events, art centers, galleries, and historic sites managed by the City Department of Cultural Affairs.

Art Instructors with the DCA are professionals with specializations in the visual/fine/crafts/performing arts such as ceramics, drawing, painting, sculpture, printmaking, design, photography, video, film making, animation, mixed-media, dance, music, theater, musical theater, spoken word, poetry, puppetry, and performance art, and/or art education. Art Instructors with these specializations are essential to achieving the DCA mission of providing access to high quality, affordable arts education for Angelenos of all ages. Schedules are dependent on the needs of the program.

JOB DESCRIPTION

This position assists with researching, planning, and presenting multi-disciplinary arts education programming, including, but not limited to, program/workshop development and community activities for members of the public in both in-person and online formats. An Art Instructor applies current trends and best practices in Community Arts, Performing Arts, and Museum Education Programs to facilitate programming which fosters creative and critical thinking, cultivates an atmosphere conducive to artistic experimentation, and develops the talents and interests of artists, community members, and visitors through Department programs.

Seeking candidates with specializations in multidisciplinary, performance, and/or music arts education. Applicants with specialization in multidisciplinary arts education will:

- Design curriculum for field trips and outreach using a wide range of media
- Demonstrate various visual arts techniques with audiences of all backgrounds and experience levels
- Assist in maintaining and inventory of equipment and studio materials

Applicants with specialization in performing arts will:

- Design curriculum for field trips and outreach using a wide range of performance techniques
- Demonstrate performance techniques with audiences of all backgrounds and experience levels
- Assist in maintaining and inventory of equipment and materials

Applicants with specialization in music will:

- Design curriculum for field trips and outreach using a wide range of instruments and techniques
- Demonstrate instrumentation techniques with audiences of all backgrounds and experience levels
- Assist in maintaining and inventory of equipment and materials

DUTIES AND RESPONSIBILITIES

Key responsibilities include, but are not limited to, the following:

- Researches, creates, organizes, and/or teaches age appropriate, multidisciplinary arts curricula and arts programming that engages creative experiences and practices, and which are founded in California Content Standards and current best practices in arts education;
- Teach and/or coordinate children, youth, and/or adult classes and workshops representing the Department of Cultural Affairs at community partner facilities, including schools, medical centers, nonprofit organizations, youth service centers, senior citizen centers, and other local venues;
- Works as a team member with diverse groups, including community advisory groups.
- Assists the Director in the design of community input strategies and collaborates with organizations and individuals to develop inclusive and responsive arts programming; researches, coordinates, and cultivates partnership opportunities to foster creative and critical thinking;
- Plans, organizes, and leads approved field trips to private and public art and architecture exhibits, performances, and other culturally and artistically enriching experiences for students and families.
- Provide metrics and data collection, maintenance, assessment, and reporting on all participation;
- Reports to and maintains strong communication with Art Center Director and other administrative staff;
- Assists with ADA compliance;
- Abides by all City, Department, and Art Center protocols, policies and procedures

DESIRED QUALIFICATIONS

- Demonstrate experience in creating, managing, and coordinating arts and cultural programs in the public and/or private sector;
- Possess a strong commitment to DEAI (diversity, equity, access, and inclusion) practices;
- Encourage individual and group exploration of various techniques and processes
- Create a safe and enjoyable learning environment
- Have an interest in and knowledge of community arts service in Los Angeles;
- Have experience working directly with artists and other arts professionals;
- Employ exemplary time-management strategies;
- Enjoy working in a fast-paced environment with the ability to multitask;
- Maintain a professional disposition, positive attitude, and abide by City protocols;
- Have strong writing and interpersonal skills;
- Be proficient in Google Suite; Comfortable working with platforms such as Eventbrite and Asana

MINIMUM REQUIREMENTS

1. Graduation from an accredited four-year college or university with a major in the area of specialization, art history, architectural history, or art education; **and/or**
2. Two years full-time paid experience (or total of 4,160 compensated hours) instructing in the arts

Physical Requirements: Strength to perform average lifting up to 15 pounds and occasionally more than 25 pounds; arm, hand, and finger dexterity with at least one hand for manipulation of art media; good speaking and hearing ability; and good eyesight.

- Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties.
- As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory, and not restrictive. It is not intended to declare what the duties and responsibilities of any position shall be.

SCHEDULE

Dependent on program and operational needs

CONDITIONS OF EMPLOYMENT

The job will be performed in-person at various sites but the main office is located at 201 N. Figueroa Street, Suite 1400, Los Angeles, CA, 90012 in Downtown Los Angeles. The days to be asked to work are to be determined. The position may be allowed to work on a hybrid basis, consisting of a combination of in-person work days and telecommuting days dependent on department guidelines, supervisor discretion and operational need. This position must be able to lift 20 to 25 pounds and be able to conduct a variety of work assignments with various deadlines. Part-time positions accrue "Sick Days" from the date of hire and "Compensated Paid-Time-Off" (CPTO) after six (6) months in the position. Candidates must have a valid California Driver's License. Candidates may be requested to disclose all sources of employment to mitigate risks of conflict of interest.

HOW TO APPLY

All interested candidates should prepare and submit the below three (3) documents to Lisa Davis, Community Arts Director, Department of Cultural Affairs at lisa.s.davis@lacity.org by **Friday, February 27, 2026**. The subject line of the email should read "Art Instructor – Community Arts Division".

- Resume with 2-3 references
- Sample Lesson Plan/Syllabus
- Art Portfolio (digital files or url links)
- Completed [City of Los Angeles Application for Employment](#)

METHOD TO EVALUATE CANDIDATES

Final selection will be based on interviews with eligible candidates pending a review of applications received based on a set of criteria related to skills, knowledge, abilities and personal qualifications for the position. Interviewers may also contact present and former supervisors, as well as review City Personnel files (if applicable) as part of a candidate's evaluation. All candidates will be notified regarding the final results of the selection process. We are unable to respond to phone calls regarding the status of applications and the recruiting process.