



## WEST POINT GREY COMMUNITY CENTRE ASSOCIATION POTTERY STUDIO TECHNICIAN Job Posting



The West Point Grey Community Centre Association is looking for an experienced and collaborative Pottery Studio Technician to maintain the operation of our pottery studio.

### ROLE

1. Ensure all glazes, slips, and stains are maintained and glazes are mixed on a regular basis
2. Clay from sink trap and clay wash buckets from sink get dumped (in the garbage bins in bags)
3. Request any supplies needed to Pottery Studio Manager and the Recreation Programmer
4. Ensure clear communication with the Pottery Studio Manager regarding all Pottery Studio matters

### RESPONSIBILITIES:

#### 1. HEALTH & SAFETY

Maintain health and safety concerning equipment use and pottery practices.  
Ensuring that all WHMIS safety standards are maintained.  
Enforce all West Point Grey Pottery Studio Practices and Procedures.  
Offer information and demonstrations concerning all pottery studio equipment.

#### 2. RELATING TO POTTERY STUDIO USERS

Ensure studio policies and guidelines are followed.  
Be available for any artistic and technical advice and guidance concerning pottery practices.  
Provide welcoming environment for studio users

#### 3. POTTERY STUDIO MAINTENANCE

Ensure all glazes, slips, and stains are maintained.  
Recycle clay as needed using the pug mill.  
Unload and fire kilns when requested by studio manager.  
Clean the studio and equipment regularly.

#### 4. COMMUNICATION

Complete studio tasks under the direction of the Pottery Studio Manager by weekly communication, and report tasks completed.  
Communicate all building maintenance issues to appropriate West Point Grey Community Centre/ Park Board employees.  
Reports directly to Pottery Studio Manager.

### QUALIFICATIONS REQUIRED

Ceramics and pottery experience  
2+ years of glaze mixing  
Understanding of glaze ingredients and chemistry to adjust recipes as necessary  
A personal ceramics practice is a plus  
Diploma or Degree from a Ceramics focused Visual Arts education preferred

### RATE OF PAY

Rate of **\$26.78/hr** for 4 hours/week for Glaze Tech and some cleaning of the studio (main duties is the sink).  
This hourly rate includes 4% holiday pay.  
The position receives a 2% cost of living wage increase in September 2026 with an annual review to follow.

**Deadline:** Applications are due no later than **Monday, February 16<sup>th</sup>, 2026.**

**Submit cover letter and resume via email to:** [maya.smith@vancouver.ca](mailto:maya.smith@vancouver.ca)

Please enter the following in the subject line: **ATTN: Pottery Studio Technician Posting.**

