

FIGURE MODEL COORDINATOR

Primary Objective

The Figure Model Coordinator collaborates and supports AFA degree and Continuing Education studio department faculty in the coordination and scheduling of figure-based models as necessary learning resources to meet course competencies in the curriculum.

Duration: academic year (9 months)

Stipend: \$700

Duties/Responsibilities

- Process faculty figure model requests and assign/schedule appropriate model(s) to fit request requirements.
- Screen, hire and train figure models in partnership with key faculty department coordinators for the AFA degree program and Continued Education courses/events.
- Work in collaboration with full-time faculty and the deans' offices in organizing and staffing figure models and equipment setup for DCAD's annual drawing marathon.
- Maintain and update a diverse model list that includes accurate information about models' contact information and availability semester to semester.

Position Requirements

- Previous experience working as or with figure models in a studio/fine art context.
- Demonstrate excellent interpersonal and communication skills.
- Must be able to work remotely by responding to phone calls and email correspondence as needed.
- Must be flexible and responsive to changes with the modeling schedule and coordinate replacements as needed.

Application Procedures

Please send a brief cover letter and resume to Katy Ro, academic dean, at kro@dcad.edu.