PENLAND SCHOOL OF CRAFTS

Helping people live creative lives

Studio Assistant
Recommendation

Studio assistants are students who assist instructors and fellow students and are responsible for maintaining the school's standards for studio operation. Assistants receive housing, meals, and full tuition in exchange for their work, and must be selected based on experience, ability, and knowledge of a working studio. All studio assistants must pay a $50 processing fee and are also responsible for a materials fee payable at the end of the workshop. This position is responsible for selling materials, supervising studio clean-up, monitoring safety and proper tool usage, and supporting the instructor as needed. The assistant also provides liaison between the workshop and the administration and studio coordinator. This position is considered a full scholarship and is supported by our scholarship fund. It is intended to provide access to workshops at Penland for qualified individuals who might otherwise be unable to attend the school.

If you have someone you would like to recommend to be the assistant for your workshop, please provide their information below so that we may contact them about the requirements and the interview process. You may recommend an alternate choice in case your first choice is unable to accept. **If you do not recommend someone by the deadline, December 1, 2016, we will open the position for applications from qualified candidates.** Please consider your selection carefully. You will not have another chance to submit a recommendation or change your current one.

***Please note: because the U.S. government considers our studio assistant program to be work-for-hire, students who are not U.S. citizens may not receive a studio assistantship unless they have a work permit.**

Instructor Name: Clay Harmon Studio Printmaking Session 5

☐ I **do not** have a recommendation

☑ I would like to recommend the following:

First Choice -

Name: Matt Magruder

Address: 9301 Collinfield Drive Austin TX 78758

Phone: 512-565-6691 Email Address: me@matthewmagruder.com

Alternate Choice –

Name:

Address:

Phone: Email Address: