



Ruyton Girls' School is a leading independent school with classes from Kindergarten to Year 12. It has a long tradition of academic excellence and co-curricular achievement. Ruyton continues to develop innovative programmes to expand the learning experience for girls and is committed to utilising information technology in the learning environment.

Applications are invited from suitably qualified and experienced applicants for the following role:

Art Studio Assistant

Part Time 0.5, 46 weeks/year

We are seeking a suitably qualified and experienced Art Studio Assistant. You will have excellent communication, organisation and interpersonal skills. You must demonstrate an ability to work independently and have the ability to multitask. An understanding of art, independent schools and a busy, creative, artistic environment an advantage. You will be dynamic and creative in your approach and proficient in the use of a computer and ICT.

The position:

- will commence 5 March 2012
- is a part time position, three days a week, with an expectation of attending staff meetings and some evening functions outside of these hours
- requires current Working with Children's Check
- requires a commitment to maintaining a creative, stimulating and nurturing environment for students and an understanding of creating positive partnerships with parents
- includes six weeks annual leave, four weeks of which to be taken during the Christmas/New Year holidays and the remaining two weeks, during school holidays, in consultation with the Dean of Art
- may suit an individual who is currently working in the creative arts.

Role descriptions may be downloaded from our website at www.ruyton.vic.edu.au

Enquiries should be directed to **Ms Penne Ebbage**, Dean of Art, ebbagep@ruyton.vic.edu.au

Applications, including the names of two referees, should be emailed to ebbagep@ruyton.vic.edu.au by **Monday 21 February, 9am.**

No hard copies please.