



**Title:** Production Potter

**Hours:** 30-35 hours per week

**Description:**

The Production Potter is responsible for throwing, handles, glaze mixing, glazing, loading and unloading kilns, and other necessary studio tasks. This position is a key part of the community-centered environment at the Clay Coyote.

**Primary Responsibilities:**

- Fulfill pottery orders according to production schedule.
- Throw and trim forms.
- Prep pots and load bisque kilns.
- Mix and sieve glazes for Studio use, keeping glaze levels high for production.
- Wax and glaze.
- Slab work.
- Load and unload kiln cart for gas reduction firings.
- Other Studio maintenance requirements (e.g. weighing clay, wedging clay, cleaning studio space, reclaiming clay, reporting material inventories)
- Refine and implement processes under direction of Owner.
- Any other duties as required

**Qualifications:**

- Must have an expanded knowledge of the craft arts and ceramics.
- Must have at least five years demonstrated throwing experience.
- Must be able to lift and move up to 50 pounds.
- Willingness to follow directions.
- Task focused with exceptional attention to detail.
- Excellent time management skills.
- Strength, stamina, good eyesight, and an ability to work at repetitive tasks.
- Exceptional attention-to-detail
- Self-motivated, able to work independently with little supervision to meet production goals.
- Able to work in a team environment with demonstrated collaborative skills
- Ability to interact easily with people, enjoy the challenge of educating people about ceramics, thrive in a fast-paced environment, and easily relate to all walks of life.
- High school diploma or GED

**Compensation and Benefits:** This position is a year round, hourly position. Pay is commensurate with experience and performance and within the constraints of the Clay Coyote budget.

**Benefits for part-time employees of the Clay Coyote**

- One week paid vacation annually, after first year (20 hours)
- Four days paid family-leave annually (32 hours)
- Flexible work schedule, must be approved by manager
- Three weeks paid maternity or paternity leave

Job Location: Hutchinson, MN 55350

The anticipated start date is March 2017.

The Clay Coyote is an equal opportunity employer. Interested applicants should send the following materials to Morgan Baum at [morgan@claycoyote.com](mailto:morgan@claycoyote.com); or 17614 240th Street, Hutchinson, MN 55350

**To apply please send:**

- Cover letter describing your qualifications and interest in the position
- Resume
- Names and contact information of three references

*Last Updated: Winter 2017*