Position: Full-Time Fablab Coordinator - position announcement

Start Date: July 5, 2016

The Kansas City Art Institute (KCAI), a national leader in visual arts education, is seeking applications for the full-time position of Fabrication Laboratory (“FabLab”) Coordinator. KCAI offers an exceptional benefits package for full-time staff including 100% employer paid insurance and a 5% retirement match for eligible participants.

Description:

The Fablab Coordinator oversees all daily aspects of the newly created Fablab. The Fablab facility is an institutional asset designed to serve the needs of academic departments in the development of curriculum and programming that makes use of digital technologies (to include 3D printmaking) in the fabrication of art and design projects.

The Coordinator will run the Fablab on a day-to-day basis and act as a mentor to students, faculty, and staff through the development of ideas and production of work. The Coordinator also will be called on to facilitate relationships with external clientele.

Requirements of the position:

• Minimum of 1 year experience in the use of digital technology for the production of output from 3D printers, laser cutters, and CNC machines.
• Previous work experience in a collegiate environment preferred.
• Must have strong administrative, computer, organizational and detail skills.
• Ability to work independently and as a member of a team.
• Possess strong problem solving skills with the ability to monitor own work for accuracy and thoroughness.
• Ability to clearly communicate in oral and written form.

Education Experience and Requirements:

• Bachelor's degree in art preferred.
• Work in a fabrication environment preferred or in a classroom setting using fabrication equipment as described above.

About KCAI: The Kansas City Art Institute is a four-year, independent and accredited college of art and design founded in 1885, and located in the cultural heart of metropolitan Kansas City, Missouri. The college enrolls nearly 700 undergraduate students regionally, nationally, and internationally. For more information, please visit www.kcai.edu

Applications deadline and procedures: This position is open until filled. Applications received during the on-campus finalist stage of the search are not guaranteed consideration.

Apply by email to: jobs+ fablabcoord2016@kcai.edu

Attach to the email in PDF format only:
Cover letter
Resume
Salary Expectation and salary history
List of 3 professional references we may contact

Complete application submissions will be acknowledged by return email within one week of submission.

Questions may be directed to: hr@kcai.edu

Kansas City Art Institute is an Equal Opportunity Employer.