



CONTRACT POSITION: NWC Arts Teacher Assistant

INFORMATION

Department:	Art
Location of Work:	Lynnwood, WA
Application Deadline:	July 15, 2026

OVERVIEW OF TASK/WORK

Sealaska Heritage Institute (SHI) is seeking an individual to contract as a Teacher Assistant for a Mask Carving course. The contract would go from August 1 – September 26, 2026 and requires availability from 9am to 4pm on Saturdays and Sundays. The successful applicant will need to be available for planning and coordination needs before and throughout the duration of the course. The course will have up to 12 students.

SCOPE OF WORK

- Assist the Coordinator and Instructor with various course tasks before, during and after the course.
- Stay informed by the Coordinator via email and/or phone.
- Meet with the Instructor and Coordinator prior to the start of class to align expectations of Teacher Assistant role and responsibilities
- Plan supply logistics with the Instructor and Coordinator.
- Call student(s) on the waitlist if a student(s) is absent at the beginning of the first class.
- Support and work with students throughout the course.
- Discuss progress of implementing the course design.
- Remind students to complete and submit liability waivers and post course surveys.
- Assist the Instructor with implementing the design of the Mask Carving course.
- Reflect on teaching techniques and student skill development with the Instructor.

REQUIRED SKILLS

- A background in Northwest Coast carving and a strong understanding of its key principles.

- Effective verbal, written, and interpersonal communication skills.
- Ability to work professionally and respectfully.

PROJECT/CONTRACTOR TIMELINE

August 1 – September 26, 2026

NECESSARY KNOWLEDGE & EXPERIENCE

- Interest in developing Northwest Coast art mentor skills.
- Knowledge of the Tlingit, Haida, and Tsimshian arts and culture.

To Apply: Submit an interest form at this link: [Contractor Interest Form](#)

For this contract position, please make sure to include the following information in your application: a short statement describing your interest in this role, outline of your experience as it relates to this work.

If you have any questions regarding this contract position, please contact Tara Taguchi, Art Coordinator - tara.taguchi@sealaska.com

