

Weekly ERF Studio Clean	Monthly Studio Clean	Studio Tech Assistance
<ul style="list-style-type: none"> - Cleaning of studio floors, tables, sinks and all shared communal areas - Misc. as needed 	<ul style="list-style-type: none"> - Cleaning of lounge/kitchen, supplies closet, glaze lab, materials room, and sink traps - Misc. as needed 	<ul style="list-style-type: none"> - loading and unloading of kilns, kiln shelf maintenance, mixing and maintaining glazes - Misc. as needed
Classroom Assistance	Library Assistance	Gallery and Exhibitions Assistance
<ul style="list-style-type: none"> - Assist instructors and students, prep, turnover, and clean classrooms. Process outreach student work. Facilitate open studio sessions - Misc. as needed 	<ul style="list-style-type: none"> - Re-shelve books, assist in cataloging and labeling of incoming books. General cleaning - Misc. as needed 	<ul style="list-style-type: none"> - General Cleaning, gallery sitting, shipping and receiving. Event related tasks. Cataloging of permeant collection - Misc. as needed
Administrative Assistance	Clay Biz Assistance	Podcast Assistant
<ul style="list-style-type: none"> - Grant research, development, communications assistance, general office work and projects - Misc. as needed 	<ul style="list-style-type: none"> - Material Lab assistance: testing shrinkage, absorption, color, etc. - Misc. as needed 	<ul style="list-style-type: none"> - Scheduling of interviews, transferring files, additional administrative. - Misc. as needed