



Art Gallery of
ALGOMA

Job Title: Children's Summer Art Class Coordinator, Canada Summer Jobs

Reports to: Executive Director

Job Summary:

The Art Gallery of Algoma (AGA) is looking for the Children's Summer Art Class Coordinator, funded by Canada Summer Jobs.

The Children's Summer Art Class Coordinator provides opportunity to gain experience in teaching art, in organizational skills, in planning art classes, people skills, management and co-operative working skills.

Successful candidate will teach art to children 5 – 15 years old for the AGA Summer Art Classes 2019. The Children's Summer Art Class Coordinator will assist in the planning of Summer art classes. Training, support and supervision will be provided by the AGA's Art Instructor and staff. The ideal candidate will have previous experience working with children, be a post secondary student of fine arts and/or art history, teaching certification or studies (knowledge of educational approaches, especially in arts education, will be highly beneficial) and/or early childhood education. The applicants' previous administration of artistic education, especially to children, will be considered an asset. Creativity and energy are a must. Candidates should be looking to gain experience teaching art to children and working in a gallery or museum setting.

Computer skills should include proficiency in Microsoft Office (Word, Excel, Power Point), web based social media tools (Facebook, Twitter, Instagram, Flickr, YouTube). Candidate should be fluent in English (written and spoken). The Coordinator will be required to complete a current criminal record check and vulnerable sector police screening.

Application Criteria

According to the Provincial and Federal funding eligibility criteria, candidates:

- Will be between 18 and 25 (or 30) years of age at the start of employment
- Are willing to commit to the full duration of the work assignment
- Have been a full-time student (as defined by your educational institution) in the semester preceding the placement
- Intend to return to full-time studies in the semester following the summer placement

- Employee will be caring for children under the age of 18 and, therefore be required to complete a 'Vulnerable Sector' check by City of SSM Police.

Applications for this position will be accepted until 5pm on May 18, 2019.

Expected start date for this position is July 02, 2019. Duration of the job is 8 weeks. Hourly rate is \$14.00.

Application for this position will be accepted until 5pm on May 18, 2019. Please submit your application to the Art Gallery of Algoma, 10 East Street, Sault Ste. Marie, ON P6A 3C3; Attention: Jasmina Jovanovic, Executive Director, or by email to jasmina@artgalleryofalgoma.com.

Please submit cover letter, resume (including three references) and contact information. Only selected candidates will be contacted for an interview. Candidates who have already submitted resumes to date will be considered for current job opportunities. The AGA is an equal opportunity employer.