



We're Recruiting For...

Visual Arts Educator

As a member of the Art Gallery team and reporting to the Director of the Confederation Centre Art Gallery, the Visual Arts Educator (VAE) is responsible for delivering visual arts education programs offered by the Centre in the Art Gallery and the Schurman Family Studio.

The VAE is responsible for a wide range of duties including but not limited to:

- scheduling and conducting age-appropriate, curriculum linked, guided tours of the gallery exhibitions
- instructing art classes primarily for 3-12 year old children
- collaborating on the delivery of *Arts Discovery Days* (an integrated arts education program combining aspects of movement, theatre, and visual art)
- conducting the *Family Sundays* community engagement events for parents & children
- preparing statistical reports on the visual arts programs including tours, workshops, classes and events
- providing leadership to temporary staff and volunteers
- ensuring the organization and cleanliness of the Studio
- ordering/maintaining supplies required for the visual arts programs
- providing program information to, and coordinating with, the Art Gallery Administrative Assistant who manages program registrations

In addition to being a creative, self-motivated, outgoing individual, who enjoys meeting and working with new people, applicants should possess the following qualifications:

- Post-secondary training in visual arts, art history, and education;
- Experience and knowledge of art gallery education practices, fine arts materials, and studio processes;
- Teaching experience at elementary or high school level; experience with adult learners would also be beneficial;
- Demonstrated ability to engage and lead groups of people with enthusiasm;
- Strong time management, organization, and attention to detail;
- Excellent communication skills (comprehension, oral, and written, English);
- Bilingualism (comprehension, oral, and/or written, French) would be considered a valuable asset for the position;
- Ability to interact with, develop, and maintain professional relationships with the public, program participants, as well as internal stakeholders;
- Ability to sustain physical activities including standing for up to 4 hours, walking, sitting, bending, reaching, lifting up to 40 lbs., writing/drawing/painting, etc.

- Ability to work with scented products and chemicals (art materials, cleaners, disinfectants, etc.); and
- Awareness and commitment to working safely for self and also ensuring the safety of activities/practices for all participants
- Current First aid certificate or willingness to take first aid training

Additional Information

It is important to note that the position does not maintain a regular Monday-to-Friday work schedule. The VAE is required to work scheduled weekend hours in order to facilitate the Saturday art classes, one (1) Sunday afternoon each month and potentially one (1) evening event each month.

The successful applicant will also be required to provide a current Certificate of a Criminal Conviction Search and Vulnerable Sector Search on or before their first day of work.

This position is offered on a temporary contract basis. The term of employment shall be from (at the earliest) Tuesday, October 15, 2019 until June 26, 2019.

How To Apply

Individuals interested in applying to this position should submit a resume and covering letter detailing their interest, experience, and qualifications to:

Kevin Rice, Director of Confederation Centre Art Gallery)
krice@confederationcentre.com

We appreciate the interest of all applicants for this position. However, only candidates selected for an interview will be contacted.

Confederation Centre of the Arts is committed to providing equal opportunities in employment. We welcome and encourage applications from people with disabilities and upon request will accommodate candidates taking part in all aspects of the recruitment and selection process.

Closing Date: Wednesday, September 25, 2019 at 12pm (noon)