

Oakville Galleries

JOB POSTING – SUMMER ART CAMP PROGRAM LEAD

Terms: Full-Time Contract
Rate of Pay: \$20/hour
Start Date: 23 May 2023
End Date: 1 September 2023
Work Location: Oakville, ON
Language of work: English

Oakville Galleries is a not-for-profit contemporary art museum engaging communities throughout Oakville, and wider audiences regionally, nationally, and internationally. Oakville Galleries is driven by a belief in the singular power of art and artists to deepen our understanding of ourselves and our communities and move us toward a better world. Currently in two locations—one alongside a public library in downtown Oakville, and the other in a lakeside mansion and park—, Oakville Galleries is easily accessible to more than 7 million people who live in the Greater Toronto and Hamilton Area (GTHA).

COVID-19 personal protective equipment is provided to Summer Art Camp Staff. Masks and a minimum of two COVID-19 vaccines are required for all staff.

We are currently looking for a Full-Time Contract **Summer Art Camp Program Lead** to join our team.

Nature and Scope of Position

Reporting to the Education Manager, the Summer Art Camp Program Lead plan, designs, schedules, and delivers a wide range of visual art-based activities to children and youth ages 6 to 12 in Oakville Galleries' summer art camps. The Summer Art Camp Program Lead will work from Monday to Friday (except holidays) from 9:00 am to 5:00 pm daily ahead of camp operations and Monday to Friday (except holidays) from 8:30 am to 4:30 pm during summer camp operating hours. The Summer Art Camp Program Lead is working on-site at Oakville Galleries' Gairloch Gardens (1306 Lakeshore Road East) during the opening hours. They are a vital member of the education team and serve as ambassadors of Oakville Galleries through their regular contact with members of the public.

General Responsibilities

- Contribute to summer camp preparation, including designing and planning program lesson plans;
- Coordinating supplies and equipment, and piloting program activities;
- Lead children ages 6 to 12 in hands-on activities indoors and outdoors;
- Communicate with staff, parents, and children to ensure the safety, security, and efficiency of the camp;
- Maintain a safe and clean environment for camp participants;
- Assist with daily opening procedures and venue inspection;
- Evaluate and revise program activities on an ongoing basis and upon program conclusion.

Qualifications

The ideal candidate has the following qualifications:

- Is enrolled in a post-secondary program in Art History, Education, Visual and/or Media Arts, Museum Studies, or a related discipline;
- Has experience teaching and supervising groups of children (ages 6-12) in a camp or educational setting;
- Has experience in developing lesson and activity plans and a demonstrated interest in working with children;
- Demonstrates a solid knowledge of and a keen interest in contemporary visual art;
- Is familiar with a broad range of artistic techniques, practices, and materials;
- Has strong organizational, planning, and leadership skills;
- Has the ability to work both independently and to be proactive in a team environment;
- Has demonstrated excellent interpersonal and communication skills;
- has a working knowledge of macOS and Google Workspace environments;
- Able to provide or willing to obtain a Criminal Background Check and/or Vulnerable Sector Screening.
- Working proficiency in English (oral and written) is required. Proficiency Bilingualism in French (English-French, emphasis on oral proficiency) or additional languages is considered an asset.
- Standard First Aid + CPR C certification or willingness to obtain is considered an asset.
- A valid driver's license and access to a vehicle will be considered an asset.

The Summer Art Camp Program Lead position is dependent on funding from the Canadian Heritage Young Canada Works program (YCW). Candidates for the position must:

- Be legally entitled to work in Canada;
- Be a Canadian citizen or a permanent resident, or have refugee status in Canada (unfortunately, non-Canadian students holding temporary work visas or awaiting permanent status are not eligible);
- Be between 16 and 30 years of age at the start of employment;
- Intend to return to full-time studies in the fall of 2023.

How to Apply

Application deadline: Friday, March 17, 2023, at 11:59 pm EST

We invite you to submit your cover letter and resume in a single PDF via email to jobs@oakvillegalleries.com

Oakville Galleries is an equal-opportunity employer. We encourage applications from those from equity-deserving communities. Please state in your application email any accommodations you may require; we welcome the opportunity to discuss any accommodations that candidates may require during the hiring process.

We thank all applicants for their interest and appreciate their understanding that only those selected for an interview will be contacted.