

Summer Student Gallery Animateur

Koffler Gallery

8-week Internship

DEADLINE TO APPLY: May 25, 2018, 5 PM

The Gallery Animateur will play a key role in working with the public to welcome and educate visitors and will work with the education team to help create interactive programs and expand our outreach. The candidate will support the Koffler Gallery in providing educational and public engagement programs and workshops through the delivery of tours, in-gallery workshops, and summer youth camps and programs. In addition, the candidate will also work closely with volunteers to help further their knowledge pertaining to the Gallery's programs, and empower volunteers to learn and share their knowledge with the wider community. The Gallery Animateur will be vital to ensuring that the Koffler Gallery summer exhibition by Argentinian born, Quebec based artist José Luis Torres is accessible, informative and engaging.

The Koffler Gallery operates under the umbrella of the Koffler Centre of the Arts as a forum for the presentation and development of contemporary visual art that reflects diverse cultural, material and aesthetic perspectives, generating critical discussions around ideas of our time. Featuring a year-round program of exhibitions, publications, public programs and educational initiatives, the Koffler Gallery fosters new production while equally aiming to expand the visibility of existing work by Canadian and international artists. The program positions the contemporary Jewish experience in a context of comparative discussions of identity, memory and place.

Gallery Animateur

- 8 week position
- Starts: Wednesday, June 27, 2018
- Ends: Wednesday, August 22, 2018
- Wage: \$15.00/hr for 30 hrs/wk

Please note: this position is for 6 hours a day, 5 days a week, from Wednesday - Sunday

Description of duties

- Supervising the Gallery space during public hours 5 days/week (including weekends), greeting visitors, encouraging conversations, leading formal and informal tours and providing general information concerning the Gallery program and history
- Working with the education team to develop guided tours and interactive educational programs for members of the public
- Developing in-gallery activities and program plans to engage a broad audience
- Preparing materials and setting up the gallery for educational visits and workshops
- Assisting with school/camp education programs and in-gallery hands-on activities
- Contacting and developing relationships with local organizations to offer free private tours and educational programs
- Working with and managing volunteers on exhibition content and gallery animation practices

Candidate Profile

- Enrolment in current university studies in Visual Arts, Art History, Arts Education, Arts Management, or a related field is mandatory
- Excellent written and oral communication and interpersonal skills, including public speaking and presentation experience

- Excellent organizational and research skills
- Ability to multi-task and work well independently and within a team
- Experience working within an educational and creative setting
- Ability to work 30 hours per week for all eight (8) weeks (mandatory), from June to August, including weekends
- Eligible for Canada Summer Jobs: is 30 years of age (inclusive) at the start of employment or younger; was registered as a full-time student during the preceding academic year; intends to return to school on a full-time basis during the following academic year; is a student in a post-secondary, vocational or technical program; is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*; is legally entitled to work according to the relevant provincial legislation and regulations
- Experience working with children is an asset

Please send a cover letter and CV by **Friday, May 25, 2018, 5 PM** via e-mail to:

Patricia Ritacca, Public Engagement Coordinator
Koffler Gallery
pritacca@kofflerarts.org

The Koffler Centre of the Arts advocates equal opportunity for all employees and applicants for employment and is committed to diversity in the workplace. No phone calls please. We thank all applicants; only those selected for further consideration will be contacted.