

Position Title: Summer Art Camp Facilitator

Reports To: Education and Public Program Coordinator

Location: Art Gallery of Grande Prairie (AGGP)

Employment Type: Seasonal Fulltime, [35 Hours a week/ Monday to Friday]

Position Overview

Reporting to the Education and Public Program Coordinator (EPPC), the Summer Art Camp Facilitator develops and manages summer art camps for children and youth, contributing to interpretive and community programming at the Art Gallery of Grande Prairie.

This is an excellent opportunity for someone who is passionate about art and education as well as working with the public in a creative and community-oriented environment.

Key Responsibilities

- **Summer Art Camps and Educational Programming:**
 - Develop and manage a summer art camp program for children and youth ages 6-12.
 - Create and lead art lessons that are creative, fun and aligned with art fundamentals.
 - Maintain high-quality programming based on AGGP's standards.
 - Lead in the preparation, set up and takedown of art camps and programs.
 - Advise the EPPC of any special material, space or scheduling needs.
 - Collaborate with volunteers on material preparation and delivery.
- **Program Administration and Coordination:**
 - Work within the summer art camp program budget set by the EPPC.
 - Oversee registration processes and communication with participants.
 - Provide on-site support during programs including participant check in, set up, photography and clean up.
 - Maintain stat collection and digital documentation of programming activities.

Qualifications:

- Passion for the arts, education and working with children and the public.
- Excellent verbal communication, organizational and problem-solving skills.
- Experience in educational programming or facilitation (formal or informal).
- Ability to work both independently and collaboratively.
- Must provide current RCMP vulnerable sector check.
- Valid Class 5 Driver's Licence.

Preferred Skills and Attributes:

- Familiarity with photography and video documentation.
- Strong initiative, flexibility and the ability to multi-task.
- Interpersonal and public speaking skills.

Eligibility Requirements (Canada Summer Jobs Program):

- Be between 15-30 years old at the start of employment.
- Be a Canadian Citizen, permanent resident or protected person under the Immigration and Refugee Protection Act.
- Be legally entitled to work in Alberta.
- For Canada Summer Jobs reporting purposes this position is formally titled "Education Program Administrator."

Note: International students are not eligible for this position.

Compensation:

- [Wage] \$15 per hour.

Diversity, Equity, Inclusion and Accessibility:

The Art Gallery of Grande Prairie is committed to diversity, equity and inclusion and strongly encourages applications from gender diverse, 2SLGBTQI+ and individuals who are Indigenous, Black or People of Colour.

While we strive for accessibility, we wish to be transparent about the limitations of our facilities. The Art Gallery of Grande Prairie is not fully accessible in the following ways: doors to administration offices, ground floor and basement washrooms are not equipped with



accessibility buttons, multiple doors require key entry, especially in the classroom and storage areas of the building, ramps in historic section of the gallery are sloped on a steep incline not in compliance with current building code.

The Art Gallery of Grande Prairie is not equipped with technology that supports those with hearing or visual impairments. We acknowledge that accessibility is an ever changing conversation that is unique depending on individual needs and circumstances. We encourage you to reach out if you have any questions or concerns about barriers to access at the Art Gallery of Grande Prairie.

Please send a cover letter and CV to:

Subject: Summer Art Camp Facilitator: AGGP

Email: hiring@elevationhr.ca

Application closing date: Monday, May 12, 2025, 5:00PM MST

For more information about the Art Gallery of Grande Prairie, please visit our website:
www.aggp.ca

We thank all who may apply, however, only those who are being considered for an interview will be contacted.