



Position: Learning & Engagement Facilitator (Casual, PT)

Salary: \$20/hour

Hours: 4 hour/week, Wednesdays 3-7pm during school year, with additional hours available for special programs and events

Closing Date: Tuesday, August 26, 2024

Position Overview:

Nanaimo Art Gallery is looking to add a new member to our team! The Learning & Engagement Facilitator shares Nanaimo Art Gallery's values of relevance, relationships, innovation, and openness, and is responsible for delivering innovative hands-on art programming.

Under the direction of our Education team, the Learning & Engagement Facilitator will facilitate Teen Art Drop-In, a weekly drop-in program for ages 12-17. They will create a warm and welcoming environment for all program participants. This role is ideal for someone passionate about art, education and community.

The Learning & Engagement Facilitator will facilitate and assist with additional educational programming and events for all ages. They will be a part of a passionate team and will receive support and training to expand their Gallery knowledge, knowledge of contemporary art, and customer service skills.

Specific Duties and Responsibilities:

The Learning & Engagement Facilitator's responsibilities will include, but may not be limited to:

- Facilitating a weekly art drop-in program for youth ages 12-17
- Working directly with participants to support art activities and projects, provide technical hands-on help, and guidance as necessary
- Planning art activities each week
- Assisting guest artists
- Setting up the room, preparing supplies, cleaning up, and locking up the Gallery
- Helping to create a welcoming and motivating environment
- Other duties as assigned

Requirements: (Qualifications, Knowledge, Education and Skills)

- Grade 12 graduate or equivalent
- Clear and confident communicator with strong written and oral communication skills
- Ability and willingness to work with the public
- Creative, enthusiastic, adaptable and self motivated
- Ability to move folding tables, chairs, and other heavy equipment
- Experience working with youth ages 12-17
- Love of art and culture
- Desire to contribute to and collaborate with a creative team
- Available to work Wednesdays from 3-7pm

Preferred Qualifications

- Proficiency in common communication tools (MS Office, Google Suite, Zoom, etc.)
- First Aid and/or Serving It Right Certification(s)
- Experience with different visual arts materials

To Apply

Please submit a cover letter, detailed resume and 3 references by email to aisha@nanaimoartgallery.ca with the subject heading "Learning & Engagement Facilitator."

Closing date for applications is **Tuesday, August 26, 2024**. Only those selected for an interview will be contacted.

Nanaimo Art Gallery hires on the basis of merit and is strongly committed to equity and diversity within its community.

The Gallery strives to be a safer space where all voices are heard and valued, and work towards accessibility, anti-racism, 2SLGBTQIA+ inclusion and encourage diversity in our staff team. We encourage applications from visible minority group members, women, Indigenous persons, persons with disabilities, persons of minority sexual orientations and gender identities, and others with the skills and knowledge to productively engage with diverse communities. Students from other parts of the country and those with English as a second language are encouraged to apply.

Date prepared: July 2024