



Position: Director of Learning and Engagement (Parental Leave Coverage)

The Director of Learning and Engagement shares the Nanaimo Art Gallery team's values of relevance, relationships, innovation and openness and is responsible for the management of the Learning and Engagement department. A passionate educator and community builder, they will develop vibrant experiences for exploring and engaging with contemporary art. They will share stories and foster a deeper dialogue with community through exhibition interpretation, educational programming and community outreach. Continuing to advance our work in social justice, equity, diversity and inclusion, they will work closely with the entire team to create a welcoming and safe space that centers diversity and accessibility.

Salary: \$58-60,000 annually, value added benefits available

Hours: 37.5 hours per week, from February 2025 - March 2026

Closing Date: November 29, 2024

The Opportunity

Nanaimo Art Gallery is seeking an individual to join our team as Director of Learning and Engagement to cover a parental leave for thirteen months.

About Nanaimo Art Gallery

Located on the lands of the Snuneymuxw, in the heart of downtown Nanaimo, Nanaimo Art Gallery is a dynamic public art gallery that inspires and engages its communities through art. We honour the Snuneymuxw people and the territory on which the Gallery operates, carrying ourselves with *qwum qwum uy'shqwalawun*: operating in the spirit of "good heart, good mind."

With this intention, Nanaimo Art Gallery's values are:

- Relevance: our work is grounded in community and place
- Relationships: we believe in building, nurturing and sustaining relationships
- Innovation: we are at the forefront of creativity with quality programs and exhibitions
- Openness: we are a welcoming organization for all

The Position

Profile of the Candidate

You will bring your unique ideas, passions and experiences to the role of Director of Learning and Engagement.

Specific Duties and Responsibilities

Reporting to the Executive Director and working closely with Learning and Engagement staff and colleagues throughout the Gallery, responsibilities will include, but may not be limited to:

Programming

- Developing innovative, interesting and impactful learning and engagement opportunities
- Developing, planning, designing, and facilitating engaging and accessible public programs for diverse audiences including classes, camps and learning opportunities for children, teens, adults and families
- Exhibition interpretation, programming and resources, developed in collaboration with the Curatorial team
- Management of the *Artists in the Schools* program, including hiring and managing contract artists, and oversight of booking and evaluation procedures
- Creating and facilitating in-house school programming, including tours and workshops
- Coordinating outreach events
- Creating welcoming and accessible experiences for all, removing barriers to participation
- Building relationships and working closely with exhibiting and community artists
- Developing and nurturing relationships and partnerships throughout the community

Administration

- Recruitment, hiring, training, and supervision of Learning and Engagement staff and summer students
- Management of contract artists
- Management of the volunteer program, with support from other departments
- Development and oversight of the departmental budget
- Researching and preparing funding applications to support initiatives related to programming and community engagement, as well as follow-up reporting
- Working with our Communications team to promote programs

Requirements (Qualifications, Knowledge, Education and Skills)

- Minimum 5 years' experience in art gallery/museum education
- Minimum 2 years' experience of management and supervisory experience
- Bachelors or Masters degree in Art Education or a related field (i.e. visual art, art history, museum studies, etc), or a combination of education and experience will be considered
- Exemplary experience in the design, development and facilitation of educational programs
- Excellent administrative and organizational skills
- Demonstrated commitment to diversity, inclusion and accessibility, and experience in engaging diverse audiences

- Community-minded and skilled at building and maintaining relationships with individuals and community partners
- Creative and innovative
- Passion for art, culture and community engagement
- Proactive and self-motivated
- Desire to contribute to and collaborate with a creative team
- Knowledge of art education theory, practices and processes
- Confident and clear communicator with exceptional interpersonal and written and verbal communication skills
- Ability to think critically, employ sound judgment, evaluate situations and engage appropriate parties at varying levels to arrive at solutions.
- Ability to successfully organize, prioritize and complete multiple planned and unplanned projects
- High level of professional conduct and discretion
- Proficiency in common communication tools (MS Office, Google Suite, Zoom, etc)
- Ability to move folding tables, chairs, and other heavy equipment

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 safe space where all voices are heard and valued and work towards accessibility, anti-racism, 2SLGBTQIA+ inclusion and encourages 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.

To Apply

Please submit a letter of interest, detailed resume and 3 references by email to carolyn@nanaimoartgallery.ca with the subject heading "Director of Learning & Engagement Search".

Closing date for applications is November 29, 2024. Only those selected for an interview will be contacted.

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The Gallery encourages applications from women, visible minority group members, persons with disabilities, persons of minority sexual orientations and gender identities, and others with the skills and knowledge to productively engage with diverse communities.