

Institution: Foreman Art Gallery  
Location: Lennoxville, QC  
Anticipated Start Date of the Position: June 10, 2019  
Anticipated End Date of the Position: August 23, 2019  
Closing Date of the Posting: May 10, 2019  
Contact Details: Gentiane Bélanger, Director/Curator  
Email: gentiane.belanger@ubishops.ca  
Web link to institution: [www.foreman.ubishops.ca](http://www.foreman.ubishops.ca)  
Salary: \$12.50/hr

### **Job Description:**

The Foreman Art Gallery of Bishop's University seeks two summer art camp animators to help run our nine week art camp. The successful candidates will work as a team to deliver art programming to children between the ages of 6-12 in the creative bilingual environment of the Community Art Lab.

Our ideal candidate is bilingual and possesses excellent leadership and interpersonal skills with a background in arts education. The work requires a good degree of independence and flexibility and we are seeking candidates who will enthusiastically and positively contribute to the experience of our campers. A valid certificate in First Aid/CPR would be considered an asset, as would familiarity with the Mac OS and software.

### **Description of Tasks:**

Under the primary supervision of the Director/Curator, each Summer Art Camp Educator will be responsible for a series of duties including:

- Deliver bilingual summer art camp programs to youth;
- Ensure that health and safety concerns are monitored and controlled;
- Liaise with parents each morning when they drop off their children;
- Document the summer art camp activities using a variety of media, chiefly using a camera and Mac computer;
- Provide feedback to supervisors at the end of each week of camp;
- Submit a final report on the experience of leading our summer art camp and suggest ways to improve the program for next year;
- Deliver a survey to give to all parents of youth enrolled in the summer art camp;
- Other tasks as required, related to the Summer Art Camp project

### **Candidate Profile:**

- Education Required: a university education in Fine Arts, Arts Education, Arts Administration, Art History or Museum Studies;
- Experience Required: Less than a year of experience in arts education; previous experience in animation or working with children
- Special Skills or Knowledge Required: Accomplished language competence in English and French;

- Personal attributes: Excellent organizational skills, ability to work well within a team, maturity, commitment, and a good work ethic;

**To be eligible for this position, the candidate must:**

- Be a Canadian Citizen, permanent resident or have refugee status
- Be legally entitled to work in Canada
- Be between 16 and 30 years of age at the start of employment
- Be a full time post-secondary student who intends to return to school
- Be registered in the Young Canada Works candidate inventory

Paid Holidays: Quebec National Day and Canada Day

**Note that the position and dates of employment are subject to approval of funding from Young Canada Works.**

Please email your resume and cover letter by May 10, 2018 to [gentiane.belanger@ubishops.ca](mailto:gentiane.belanger@ubishops.ca) with "Summer Art Camp Animator" in the subject line of the email.

The Foreman Art Gallery thanks all applicants. Only candidates considered for an interview will be contacted.