

Art Program Assistant- Volunteer
The Niagara Pumphouse Arts Centre

Terms: minimum 2 hours a week for 3 months, volunteer
Start Date: Spring/Summer 2016

Description

The Niagara Pumphouse Arts Centre is a not-for-profit organization engaging the community through educational programs, exhibitions and special events to create, celebrate and appreciate visual arts. It was established to provide residents of the Niagara region and visitors with an environment which encourages interest in various forms of visual art. We are currently looking for a creative, responsible, and flexible Art Program Assistant for children's art classes, camps, workshops and events.

Nature and Scope of Position

The Art Program Assistant is responsible for the set-up of activities and assisting children and the instructor during children's art classes, workshops and camps. Other responsibilities might include preparing and reorganizing studio space before and after programs, assisting with research into and delivering children's activities and assisting with art activities at community events. Children's Programs include: Morning Mini-Masters (ages 5-8): Saturday mornings; Afternoon Art Adventures (ages 9-12): Saturday afternoons; Art Workshops and Camps (ages 5-12): Summer Camp – weekdays in July & August; Family Friendly Art Studio (all ages): last Sunday of every month; Community Events (all ages): weekends.

General Responsibilities

- Assist with set up of materials and activities
- Responsible for tracking supply inventory and organizing studio space
- Assist with art activities for children at community festivals & events
- Promote art camp at festivals & events by speaking to parents/children about camp
- Assist with marketing of children's programs
- Assist with research and development of art activities

Qualifications

The ideal candidate:

- Has a passion for art and enjoys working with children and youth
- Is responsible, hard-working, enthusiastic, creative and flexible
- Has experience working with children & youth
- Placements for high school students seeking their 40 hours of community volunteering are available.
- Placements for post-secondary students or recent graduates interested in gaining valuable experience from professional artist-educators and Gallery staff are available.
- Vulnerable Sector Screening will be required

Send resume and volunteer application form to:

Rima Boles, Director, Art Centre

The Niagara Pumphouse Arts Centre, 247 Ricardo Street, P.O. Box 676 Niagara-on-the-Lake, ON L0S 1J0

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www.niagarapumphouse.ca