

AGNES ETHERINGTON ART CENTRE AT QUEEN'S

Program stream: Young Canada Works at Building Careers in Heritage

Job title: Education Assistant, Special Projects

Organization name: Agnes Etherington Art Centre

Job location: Kingston, Ontario

Length of assignment: 30 weeks

Hourly wage: \$18.00/hr

Description:

Situated on traditional Anishinaabe and Haudenosaunee territory, Agnes is a curatorially-driven and research-intensive professional art centre that proudly serves a dual mandate as a leading, internationally recognized public art gallery and as an active pedagogical resource at Queen's University. By commissioning, researching, collecting and preserving works of art, and by exhibiting and interpreting visual culture through an intersectional lens, Agnes creates opportunities for participation and exchange across communities, cultures, histories and geographies.

Working closely with the Program Coordinator, the Education Assistant, Special Projects plays an important role in the redesign of Agnes's school programs. This fall, Agnes's programs is operating offsite as a major building renovation is underway as part of Agnes Reimagined. During the two years offsite Agnes is imagining new ways of interacting with community and piloting new programs.

With the supervision of the Program Coordinator, the intern works with local artists to imagine, research and write a new school program, to be launched in winter 2025, and assist with the training of Queen's students and community members who volunteer to lead the program.

Additional tasks and projects, as determined.

The Education Assistant has the opportunity to deepen and apply their knowledge of museum education, develop skills in project management, collaborate with museum staff across several departments, and meet and network with art educators, artists, teachers and curators.

Required Education and Qualifications:

The successful candidate will have:

- Recently graduated with a degree in Art History, Fine Arts, Museum Studies, History, Education, Cultural Studies, or a comparable program. A master's degree is an asset.
- Demonstrated interest in museum work and arts education.
- Excellent communication skills, oral and written.
- Strong computer skills in Microsoft Office Suite (Word, Excel, Outlook, PowerPoint), remote meeting software (Zoom), and experience with Internet research.
- Strong organizational skills, with the ability to manage time effectively and meet deadlines.
- Strong initiative and an ability to work independently.
- A Vulnerable Sector Check.

The successful candidate must be eligible for the Young Canada Works (YCW) at Building Careers in Heritage (YCW BCH) program. The candidate is eligible if they:

- are a Canadian citizen or a permanent resident, or have refugee status in Canada (non-Canadians holding temporary work visas or awaiting permanent resident status are not eligible);
- are legally entitled to work in Canada (have a valid social insurance number);

- are between 16 and 30 years of age inclusively at the start of employment; and
- are a college or university graduate (certificate, bachelor's, master's or doctorate).

Note: Priority will be given to graduates that have not previously participated in YCW internship programs and that are unemployed or underemployed.

People from the Government of Canada job equity groups are encouraged to apply. Indigenous peoples, women, persons with a disability and visible minorities are encouraged to self-declare in their cover letter. This position is subject to final funding approval.

To apply, individuals are required to:

- visit the [Young Canada Works login page](#);
- create an account by clicking on the "Sign up" link, then complete and submit a candidate profile;
- browse job opportunities via the "Search for a job" link in their account; and
- express their interest in a position by clicking on the job title and then on "Express interest in this job."

Applications should also be sent electronically to Agnes's Program Coordinator, Charlotte Gagnier, (charlotte.gagnier@queensu.ca). Please include a cover letter, resume and the contact information of two references in a single PDF.

Applications must be received by 30 June 2024

Wage: \$18.00/hour, 35 hours a week, for 30 weeks

Start date: 3 September 2024

End date: 28 March 2025