

# AGNES ETHERINGTON ART CENTRE AT QUEEN'S

## Research Assistant, Digital Projects

**Job Type:** Young Canada Works at Building Careers in Heritage

**Start date:** 1 August 2022

**End date:** 23 December 2022

**Wage:** \$17.00/hour (35 hours/week, 20.4 weeks)

**Application Deadline:** 26 June 2022

**Job location:** Kingston, Ontario

## Job Summary

Situated on traditional Anishinaabe and Haudenosaunee Territory, Agnes Etherington Art Centre 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, stewarding, acquiring and engaging with 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 Associate Curator, Arts of Africa and the digital projects team under the direction of the Digital Development Coordinator, the **Research Assistant, Digital Projects** will contribute to the realization of the second series of *With Opened Mouths: The Podcast*. The successful candidate will gain valuable experience in digital project management and program development and will develop valuable para-curatorial and digital literacy skills in a museum setting.

We are committed to employment equity and diversity in the workplace and welcome applications from individuals from equity seeking groups such as women, racialized/visible minorities, Indigenous/Aboriginal peoples, persons with disabilities, persons who identify in the LGBTQ+ community and others who reflect the diversity of Canadian society.

Come work with us!

## Education and Qualifications

The successful candidate will have:

- Recently completed a post-secondary program in Communications, Graphic Design, Indigenous Studies, Black Studies, Gender Studies, Cultural Studies, Digital Humanities, Art History, Fine Arts, History or related discipline.
- Demonstrated interest in museum work.
- Excellent communication skills, oral and written.
- Strong computer skills in the Microsoft Office Suite (Word, Excel, PowerPoint, OneDrive), project management tools (Airtable, Trello, Teams, MS Planner), Photoshop, remote conferencing platforms (Zoom), Internet research, and understanding of social media platforms.
- Strong organizational skills, with ability to manage time effectively and meet deadlines.
- Strong initiative and an ability to work independently.

# AGNES ETHERINGTON ART CENTRE AT QUEEN'S

## How to Apply

Applications must be received by 26 June 2022

Applications should be sent electronically in a single PDF and include a cover letter, resume and the contact information of two references addressed to: Danuta Sierhuis, Digital Development Coordinator ([danuta.sierhuis@queensu.ca](mailto:danuta.sierhuis@queensu.ca))

The successful candidate must be eligible for the Young Canada Works (YCW) at Building Careers in Heritage (YCW BCH) program. Check your eligibility on the [YCW website](#) before applying.

People from the Government of Canada job equity groups are encouraged to apply. Indigenous peoples, women, persons with a disability and racialized individuals are encouraged to self-declare in their cover letter.