Young Canada Works (YCW)
**Summer Program Assistant**
27 May–16 August 2019

Agnes Etherington Art Centre is a research-intensive art museum located on the historic campus of Queen’s University. It illuminates the great artistic traditions of the past and the innovations of the present through year-round programs of exhibitions and outreach activities staged across eight beautiful galleries, the BiélerStudio, and assorted public spaces including the gracious period rooms of the historic Etherington House. As a space of display, innovation and exchange, the Agnes is an experiential learning space for diverse disciplines at Queen’s, and the public gallery for Kingston region. Its superb collections—numbering over 17,000 works—include cutting edge contemporary art and fine examples of Canadian historical art, Indigenous art and artifacts, and material culture including an unusual collection of Canadian Historical Dress and the Lang Collection of African Art. The Bader Collection, focusing on Rembrandt and his school, centres on more than 200 paintings from the Dutch Golden Age, including one portrait and two beautiful character studies by Rembrandt.

Working closely with the Program Coordinator, the Summer Program Assistant will assist in delivery of guided tours for children, youth and adults, assist with a teen and children’s summer art camp, assist in developing school programs for 2019-2020, and coordinate administrative tasks.

The successful candidate for this position will receive indispensable experience in gallery education and public programs, in collaborative and independent program development, and in arts administration.

**Required Education and Qualifications**

The successful candidate will have:
Completed three years toward a Bachelor’s Degree in Art History or Fine Arts or equivalent.
Bachelor of Education studies an asset.
Demonstrated interest in museum work.
Excellent communication skills, oral and written.
Strong organizational skills, with ability to manage time effectively and meet deadlines.
Experience in working with children and in public speaking.
Good computer skills in word processing, Internet research, and use of Excel.
First Aid certification and CPIC are required. French-speaking ability is an asset.

The successful candidate must be a Canadian citizen, a permanent resident or have refugee status in Canada; must be between 16 and 30 years of age; must be a returning full-time student and must be registered on-line with Young Canada Works.
Applications must be received by 3 May, 2019.

Applications should include a cover letter, a resume, and the names and contact information of two references and e-mailed to: Shannon.Brown@queensu.ca
Wage: $16.00 / hour, 35 hours a week, for 12 weeks
Start Date: 27 May 2019
End Date: 16 August 2019

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.