

Camp Counsellor

Dates of Employment: July - August – 8 weeks (35 hours a week)

Work Schedule: Tuesday – Saturday (rotating Saturdays and Mondays)

Wage – \$18.50/hour

Job Description

Camp Counsellors will be responsible for assisting Camp Leaders provide age-appropriate visual arts camps. These camps will provide art education linked with interest areas such as nature, science and art history. You will gain meaningful work experience in planning and developing activities, working with others and responding to challenging situations in a classroom setting. Counsellors will rotate each week of camp and will work in the gallery on alternate weeks and have the opportunity to develop the special events activities. Details of the position are listed below.

Summer Art Camps:

- Assist leaders of art camps
- Classroom set-up and take-down for each art camp
- Maintain inventory
- Take photos and videos during camps for promotional purposes
- Work with program coordinator to develop social media posts – When required

Summer Events and Festival Programming:

- Devise family activities & create demonstration models for all holidays, events and festivals in the community of Smithers including Smithers Pride, National Indigenous People's Day, Canada Day, the Midsummer Music Festival, Kispiox Music Festival, Fall Fair & Parade and the Smithers Multicultural Festival
- Maintain inventory of art and craft supplies and materials
- Maintain accurate records and monitoring project budget
- Set-up and take-down for each activity
- Record statistics

General duties:

- Staff the gallery and liaise with the public
- Record visitor numbers and other data
- General cleaning and maintenance
- Artisan shop sales and merchandising
- Exhibition Set-up/Sales/Openings

Qualifications:

- Be creative, innovative and flexible
- Preferred: Studying in the field of fine arts, education/another related field or in high school
- Have experience working with school-aged children
- Have a love of art
- Work well in a team show initiative, and leadership
- Be fluent in English, with exceptional written and oral communication skills
- Have strong computer and research skills
- Must be between 16 and 30 years of age
- Be a Canadian citizen, permanent resident or have refugee status in Canada
- Criminal record check will be required

Confirmation of student status may be required by funders. High school students eligible to apply.

Qualified applicants should submit a cover letter, detailed resume and two references by April 12th to the Smithers Art Gallery, Attn: Jenna Savage at info@smithersart.org.

The Smithers Gallery Association is an equal opportunity employer and employs personnel without regard to ancestry, colour, race, disability, gender identity and expression, or sexual orientation.