

## Art Workshop Positions: Instructor and Assistant

### Art Workshop Instructor job description:

- Plans lessons (approx. 1.5 hours, including clean-up) in various art styles/media for classroom groups, primarily elementary school-aged (gr. 2-6). The Instructor has free rein to either follow the procedure set by our previous instructor, or to create their own lesson plans. Subjects explored include still life, landscape, abstract, animals, figures/faces, perspective, and cartoons; media used include watercolor paints, oil pastels, and charcoal pencils.
- Leads the lessons in the classroom, instructing the students on how to complete the project while creating an example for them to follow.

### Art Workshop Assistant job description:

- Keeps track of supplies (either at the Museum or their own house) and lets the Museum know when more are needed.
- Prepares supplies before the workshops (cutting paper, organizing pastels, etc.)
- Transport art supplies from the Museum to the schools.
- Defer to the Instructor leading the workshops; encourage and assist students, reiterate instructions, provide additional supplies as needed, clean up spills.
- Perform set-up and clean-up.

Both positions are paid for time spent in workshops as well as time preparing and assessing supplies, at a rate of \$26/hour for the Instructor and \$21/hour for the Assistant, with an additional flat rate for mileage. As Museum employees, both positions are paid through the District of Kitimat payroll and receive CPP/EI/WCB/4% holiday. The Instructor and Assistant will keep track of their own hours and submit a form every two weeks for payout.

Art teaching experience an asset. Candidates must have access to a vehicle, as classes will take place at different schools throughout Kitimat, Home School and Kitamaat. A flexible schedule is also a must.

Classes typically run from the beginning of January until Spring Break or after, up to three classes per day. In 2023 there were 67 bookings for 7 different schools (as well as Home School),

To apply, please send a resumé and cover letter to Louise Avery at [lavery@kitimatmuseum.ca](mailto:lavery@kitimatmuseum.ca) or hand-deliver to 293 City Centre.