



MACKENZIE ART GALLERY

engaging people in transformative experiences of the world through art

Job Title: Gallery Facilitator

Department: Education

Status: Casual/Hourly Union Position

Primary Purpose: The Gallery Facilitator supports the work of the Education department, which includes but is not limited to assisting visitors in the interpretation and enjoyment of Gallery exhibitions, events and programs.

Nature of Work: Reporting to the Coordinator of Public Programs and Community Engagement, the Gallery Facilitator works closely and collaboratively with the Educators to research, plan, design and implement programs, interpretive materials and educational resource materials for all audiences. The Gallery Facilitator must be knowledgeable in visual arts, have experience teaching all ages and follow MacKenzie Art Gallery policies, guidelines, and practices, in order to ensure the MacKenzie's key messages and brand are consistently delivered to our visitors.

Accountabilities:

- Assist in the research, planning, design and implementation of programs, interpretive materials, and educational resource materials for all audiences.
- Participate in Gallery Facilitator training.
- Assist with ongoing program evaluation.
- Deliver tours and studio programs.
- Participate in program set-up and clean-up, and general studio maintenance.
- Other duties as assigned.

Qualifications - Education: One year post-secondary education, education, visual arts, fine arts, and/or a related field of study.

Qualifications - Experience: A minimum of six months of directly related experience in a non-profit or similarly complex environment, with experience in teaching or instructing a class and success in developing, implementing, and evaluating a program. Familiarity with the MacKenzie Art Gallery and/or a non-profit organization would be considered an asset.

Skills: Demonstrated experience teaching all ages with special needs an asset; demonstrated experience in visual arts; highly organized and self-motivated; strong team player with the ability to work

independently, collaboratively, and within a team environment; interested in developing meaningful exchanges in the delivery of tours and programs; have excellent written and verbal communication skills; proven ability to work independently, and facilitate groups; fluency in French considered an asset.

Salary Information: \$17.37 / hour (Union).

HOW TO APPLY

Please apply no later than Monday, August 28, 2017 at 4:30 P.M.

Email: jackie.martin@mackenzieartgallery.ca

Please include "Gallery Facilitator" in the subject line of all applications sent via email.

MacKenzie Art Gallery

Attn: Jackie Martin, Director of Finance & Operations

3475 Albert Street

Regina, SK S4S 6X6

Inquiries regarding this position can be directed to Jackie Martin, Director of Finance & Operations, at (306) 584-4250 ext. 4275. The successful candidate must submit a satisfactory Criminal Record Check prior to employment. The MacKenzie Art Gallery is committed to maintaining an inclusive culture and building a diverse workforce. We welcome applications from all qualified candidates.