

Visitor Engagement and Programming Assistant

UVic Legacy Art Galleries

\$14.60/hr

mid-April to August 18, 2018

Start date: first or second week of April; end date: Sat August 18, 2018

This position will begin with part time hours (15-20 hours per week*) mid-April to mid-May and then go to full time hours** (35 hours per week) Tues May 15 to Sat August 18.

* Part time work week is Wed to Fri, hours tbd

** Full time work week is Tues to Sat 9-4:30 pm

Location of work is Legacy Art Gallery Downtown, 630 Yates St. and occasionally at the University of Victoria campus. There may be some occasional evening hours with time off given in lieu.

Job description:

Legacy Art Galleries takes seriously the Truth and Reconciliation Commission's Calls to Action. As a Canadian museum with a particular strength in Pacific Northwest Coast Indigenous art, Legacy recognizes its responsibility to continuously examine its practices to ensure respect, acknowledgement, and collaboration with Indigenous people, communities and partners.

This position will provide a student with a broad variety of real world work experiences working in a cultural organization. It will have a dual focus of Public Programming and Visitor Engagement that will be focused on our spring and summer exhibitions. For public programming this position will be focused on the development and delivery of the school tour program for the exhibition: *The Time of Things: the Continuum of Indigenous Customary Practices Into Contemporary Art*, which features the work of 5 contemporary Indigenous women artists. The role will include participating in training and assisting with the development of the tours with the Legacy programming team, as well as leading groups of Grade 4-7 students throughout the exhibition which runs from April to June.

The successful candidate will also be a part of the front of house staff team responsible for Visitor Engagement. Working half their hours at the front desk, the student will be trained in a variety of ways to engage the public with the exhibitions on display this summer. They will also be involved in planning public events and hands-on activities that are linked to specific festivals/days including: National Aboriginal Day, [Victoria Integrate Arts Festival](#), [Downtown Car Free YYJ](#), [Orange Shirt Day](#) and [Culture Days](#).

The other part of the position will involve assisting with planning for fall programs for *Testify: A Project of the Indigenous Laws & the Arts Collective* and *Our*

WSÁNEĆ *Community* photography exhibition. Other duties associated with this role include assisting with set up and take down for events such as lectures and receptions and sometimes attending these events as a gallery attendant.

Lastly, the student will gain experience assisting with preparation for the installation of three exhibitions: *MAKING IT: A 30 Year Retrospective of Camosun College's Fine Furniture Program*, *Testify* and *Our WSÁNEĆ Community* with tasks such as label production, condition reporting and other related activities.

Qualifications:

- Second year or higher with a special interest in Indigenous Education.
- Advanced computer skills in a Mac environment.
- Excellent verbal and written communication skills.
- Able to work independently and exercise good judgment.
- Ability to work as part of a team.
- Able to manage multiple projects and deadlines.
- Most importantly, we are seeking a team member who can engage with the continued efforts to Indigenize our exhibitions, programs and gallery practices.
- Ability to be culturally sensitive and open to learning cultural protocols, history and values of Indigenous people

In accordance with the university's Equity Plan and pursuant to Section 42 of the BC Human Rights Code, preference will be given to members who self-identify as Indigenous persons. Candidates who wish to qualify for preferential consideration are encouraged to self-identify.

Please send cover letter and resume to Caroline Riedel, Curator, UVic Legacy Art Galleries, criedel@uvic.ca by Monday March 12, 2018.

This job is funded by Young Canada Works and students must register on the [Young Canada Works website](#) and meet these eligibility requirements:

- be legally entitled to work in Canada;
 - be a Canadian citizen or a permanent resident, or have refugee status in Canada.
- Note: Non-Canadian students holding temporary work visas or awaiting permanent status are not eligible;
- be between 16 and 30 years of age at the start of employment;
 - be registered in the YCW on-line candidate inventory;
 - be willing to commit to the full duration of the work assignment;
 - not have another full-time job (over 30 hours a week) while employed with YCW.