

Western Canada Theatre (Kamloops, BC) is seeking submissions for two (2) SUMMER EDUCATION ASSISTANTS to support our education programs from **July 3 through August 25, 2023**. These positions are funded generously through the Canada Summer Jobs program.

The successful candidates will assist with planning, creating, and executing arts educational programming and related marketing and outreach activities. The students will be involved in: outreach to students and to the general public, including creating education and marketing materials and participating in awareness campaigns; assisting the Director of Education & Outreach with planning and delivering summer classes for children and youth ages 4 – 18 in theatre; and assisting with a general awareness campaign for our youth activities.

The students will receive mentorship and training in creating educational materials, lesson plans, and will work directly with parents & students; creating outreach plans and corresponding marketing materials; and class room management techniques.

**The 'Ideal' Mix of Skills, Experience & Traits Might Include...**

- A strong background and interest in the performing arts;
- Experience and/or interest in education;
- Excellent interpersonal and communication skills;
- First Aid training is an asset;
- WCT welcomes diversity in the workplace, and specifically encourages Indigenous, Black and Persons of Colour to apply, and to self-identify if they so choose.

**Position Details:**

- This role is funded by the Canada Summer Jobs program. Successful applicants must be eligible for the program of July 3, 2023. More information is online at <https://www.canada.ca/en/employment-social-development/services/funding/canada-summer-jobs/screening-eligibility.html>
- The role is based in **Kamloops, BC**, and in-person work is required.
- We anticipate a **varied work schedule**, with some evenings & weekends & longer days required
- The role is **full-time term** beginning **July 3, 2023** and concluding on **August 25, 2023**.
- The **wage** is set at \$19.00 per hour, with the expectation of a 35-hour week, plus 4% vacation pay.
- New hires are subject to the following **conditions of employment**:
  - Must be able to **legally work in Canada**.
  - All staff are required to be **fully vaccinated against COVID-19** prior to the start of employment and may be required to provide WCT with proof of vaccination upon request.
  - Must provide a recent & clear **police information check including vulnerable sector check**.
- Due to the volume of submissions, we thank all who express interest in this position; only those selected for an interview will be contacted.

**To express interest, please send your resume & cover letter to:**

Terri Runnalls  
Director of Education & Outreach  
[careers@wctlive.ca](mailto:careers@wctlive.ca)

Submissions will be reviewed starting **May 8, 2023** and ongoing until the roles are filled

**About WCT**

Western Canada Theatre tells our stories on the traditional & unceded territory of Tk'emlúps te Secwepemc, whose people are the traditional stewards of this land.

Since 1975, Western Canada Theatre has been producing innovative, entertaining, and educational theatre for audiences in Kamloops, throughout BC's Southern Interior, and across Canada. We have grown into one of the largest producing theatres in BC and have had a remarkable impact on the national theatre landscape: producing premieres of important new Canadian and Indigenous work, training some of Canada's finest theatre professionals, and showcasing our work and our artists across the country through touring and co-productions. We manage & operate the 700-seat Sagebrush Theatre, the 150-seat flexible configuration Pavilion Theatre, as well as our producing shops, storage & touring operations. For more information, please visit us at [wctlive.ca](http://wctlive.ca)

**Equity, Diversity & Inclusion Statement**

Western Canada Theatre is committed to diversity in the workplace and we encourage all qualified candidates to apply, and to self-identify if they so choose. We hope to receive applications from candidates with a broad range of backgrounds including, but not limited to: race, ethnicity, indigeneity, gender, gender-identification, sexual orientation, class and physical ability (though our office is currently on a second floor, and as such not wheelchair accessible). We are a parent-friendly workplace, with several parents on staff. We invite anyone with access needs or requiring accommodation in the application process to contact the Executive Director.

**Safe & Respectful Workplace Statement**

Western Canada Theatre is committed to the creation of a respectful work environment and supports those who have experienced or witnessed toxic behaviours. We stand up against behaviour that undermines the dignity or self-esteem of any individual, or which creates an intimidating, hostile or offensive environment. We invite all our Artists and Staff to partner with us in speaking up against harassment and standing together in addressing problems when they arise.

**About Kamloops**

Kamloops is our home and is a great place to live and work. We offer you the opportunity to thrive in a city that boasts a reasonable cost of living, gorgeous terrain, active lifestyle, and, of course, the sunny weather of BC's Southern Interior. For more information, visit [Kamloops.ca](http://Kamloops.ca)