



Summer Engagement Assistant

Full-time, 35 hours/week, 13-week contract (Monday, June 8 to Friday, September 4, 2026)

Salary: \$18.5/hr

Application deadline: April 30, 2026

Start date: Monday, June 8, 2026

Job description

The Robert McLaughlin Gallery (RMG) is seeking an engaging, dynamic, outgoing Summer Engagement Assistant to lead our team of Summer Camp staff to deliver an incredible summer camp experience at the RMG. At the RMG you can broaden and enrich young audiences' experiences, inspiring hearts and minds with a lifelong love of the possibilities within the arts. This full-time contract position is also an outstanding opportunity for you to gain practical, hands-on job experience in a cultural institution. The RMG believes that art cultivates connected and caring communities.

The YCW Summer Engagement Assistant is responsible for supervising a team of Summer Learning Facilitators, collaborating with the Manager, Learning and Engagement, and the Learning and Engagement Coordinator, and assisting with the delivery of gallery- and studio-based art education for children ages 5-7 and 8-12. The Summer Engagement Assistant will work closely with the Learning and Engagement Coordinator to learn, adapt, and deliver thematic programming that engages young learners to look at, think about, and discuss modern and contemporary Canadian art, including the RMG's Permanent Collections and special exhibitions.

Key Responsibilities

- Plan and implement training for Summer Staff / Summer Learning Facilitators and evaluate performance throughout the summer.
- Oversee daily camp operations, including basic administrative responsibilities.
- Design, adapt, and deliver inclusive, age- and ability-appropriate programs and activities.
- Conduct independent research on artists, art movements, and exhibitions to support engaging program delivery.

- Supervise and facilitate in-gallery, studio-based, and interactive indoor and outdoor activities aligned with the RMG's educational philosophy.
- Prepare, organize, and maintain art materials and activity resources.
- Instruct and supervise children in the care of the Gallery, ensuring safe participant-to-staff ratios at all times.
- Communicate effectively with parents/guardians and staff through clear written and verbal communication.
- Support team members and contribute to a collaborative work environment by sharing skills and expertise.
- Apply gallery interpretation techniques that foster critical thinking and support 21st-century learning.
- Engage participants in modern and contemporary Canadian art, including the RMG's permanent collection and special exhibitions.
- Evaluate weekly programs and make recommendations for continuous improvement.
- Uphold a safe and welcoming environment for all campers and colleagues.
- Encourage creative exploration, experimentation, and the production of finished artwork inspired by Gallery exhibitions.
- Perform other related duties as assigned.

Qualifications

Necessary Skills + Experience:

- Must possess a clean and current police records check
- Knowledge of art-making techniques using a variety of media
- Experience as a visual artist and/or art instructor
- Experience working with and teaching art to toddlers, children or teens
- Strong communication and leadership skills
- A proven ability to work independently as well as in a team
- Enrolled as a returning student in a related degree program – Fine arts, Art History, Art Education, Education, Museum studies, Museum Management, Social Work or possess significant relevant work experience

Necessary Attributes:

- Enthusiasm, creativity and a commitment to provide a positive experience for children of all ages and abilities including special & high needs individuals
- Responsible, punctual and reliable
- Ability to take a leadership role

Bonus Skills + Attributes:

- Knowledge of ICT programs and creative mobile applications
- Experience working in a gallery setting with modern and contemporary Canadian art
- Experience working with children of all abilities

Preferred and required after commencing position:

- Police Vulnerable Sector Check (cost covered by RMG)
- Standard First Aid Training (cost covered by RMG)

Who We Are

The Robert McLaughlin Gallery (RMG) plays an active role in building caring and connected communities through art, learning, and shared experiences. We work with artists and communities to present exhibitions, collections, and programs that encourage learning, creativity, and belonging. Our work is grounded in relationships, curiosity, and care.

Our Values

We ask all applicants to review our values and consider how they align with their own:

- **Care**
We believe well-being matters. We work with compassion, kindness, and patience toward ourselves and others.
- **Artists**
We centre artists, their practices, and their perspectives in everything we do.
- **Equity**
We are committed to anti-oppressive and anti-racist practices and to working toward meaningful systemic change.
- **Collaboration**
We value learning and creating together by welcoming multiple voices, ideas, and lived experiences.
- **Accessibility**
We strive to ensure everyone feels welcome and supported, and that there are many ways to participate.
- **Accountability**
We take responsibility for our actions, communicate clearly, and work to create a safe and open environment for all.

Our Team Culture

At RMG, we aim to create a workplace where students feel supported, respected, and encouraged to learn.

- **Care and Well-being**
We foster a culture of care and understand the importance of balance, presence, and mutual support in our work.
- **Accountability and Trust**
We value honesty and openness. We acknowledge mistakes, communicate clearly, and learn together.
- **Belonging**
We work to create an inclusive environment where everyone feels safe, valued, and able to contribute.

Working Conditions and Equity Statement

The Robert McLaughlin Gallery is committed to fostering an inclusive, equitable, and accessible workplace. We welcome applications from students and emerging professionals with diverse lived experiences, including Indigenous peoples, Black and racialized individuals, persons with disabilities, and people of all gender identities and sexual orientations.

We are committed to fair and transparent hiring practices and to identifying and removing barriers throughout the recruitment and employment process. Accommodation is available at any stage of the application or interview process upon request. Applicants are encouraged to share their accommodation needs so we can work together to support full participation.

This position is funded through **Young Canada Works in Heritage Organizations**. Applicants must meet the program's eligibility requirements at the time of application.

To apply please forward your cover letter and resume to learning@rmg.on.ca in a single PDF document by April 30 at 5 pm. Specify the position title of 'Summer Engagement Assistant' in the subject line. Please note that we will only reply to candidates selected for consideration and interview.

Thank you for your interest in joining us at the RMG.