

home to our  
arts community



### **Art Camp Education Assistant – Summer**

**Full-time, 6-week contract, Monday to Friday (35-hour work week)**

**Start date: July 6, 2026 – August 14, 2026**

**Rate: \$23/hour (subject to Canada Summer Jobs funding)**

Place des Arts is seeking dependable **Art Camp Education Assistants** to supervise and support our campers for our upcoming Summer Fun! Art Camps from July 6 – August 14, 2026. We are looking for qualified, responsible candidates who are passionate and committed to supporting successful experiences for children in a fun and creative environment.

#### **GENERAL ACCOUNTABILITY**

Reporting to the Program Manager and working collaboratively with the Summer Fun! Camp Coordinator and the education assistant team, the Art Camp Education Assistant will assist Place des Arts staff and teachers with supervising and supporting camp participants with support needs and/or behavioural challenges to create an equitable and inclusive environment for all participants. The camps will provide opportunities for children to experience programming in visual arts, music, dance, and theatre.

#### **SPECIFIC ACCOUNTABILITIES**

- Work cooperatively with camp staff and teachers to create a weekly support schedule to ensure all identified students are supported.
- Visit identified classrooms in the centre to assist students who require positive behavioural support during transitions and breaks.
- Provide verbal status reports regarding student support to camp staff.
- Reinforce Place des Arts' "FISH" policy behaviour values:
  - Follow Instructions
  - Include Everyone
  - Show Respect
  - Help Each Other
- Assist in ensuring the safety of students throughout the camp.
- Reinforce Place des Arts' health and safety protocols.
- Provide engagement activities during break times throughout the day.
- Provide leadership support to camp volunteers.

#### **QUALIFICATIONS, SKILLS AND EXPERIENCE**

- Completion or working toward completion of an Education Assistant Certificate/Diploma (or equivalent education and/or work experience).
- Previous experience working with children aged 5-14 with support needs and/or behavioural challenges in a field related to education and/or childcare.

- Approachable, patient, caring, friendly, dependable, committed, responsible, and adaptable.
- Effective communication skills.
- Ability to evaluate a situation and determine what action to take.
- Ability to work collaboratively with a variety of personalities.
- Proficiency in a second language (Korean, Farsi, Mandarin or Cantonese) is considered an asset.

## **REQUIREMENTS**

- Must be between 15 and 30 years of age at the start of employment.
- Must be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment.
- Must have a valid Social Insurance Number at the start of employment to be legally entitled to work in Canada in accordance with relevant provincial legislation and regulations.
- Must not hold another full-time (30 or more hours) summer job or full-time study during their employment.
- Must have a Police Information Check with a vulnerable sector screening completed by the employment start date.
- Must have valid First Aid Certification by employment start date.

**Please submit a résumé with cover letter and references by March 6, 2026, to Marley Jordan, Program Manager, Dance, Theatre & Literary Arts at [opportunities@placedesarts.ca](mailto:opportunities@placedesarts.ca), 1120 Brunette Avenue, Coquitlam, BC V3K 1G2**

*We thank all applicants; however, only those selected for interviews will be contacted. Place des Arts is an equal-opportunity employer and welcomes applications from all qualified individuals.*