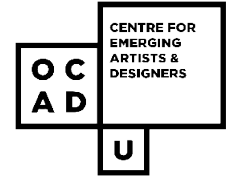


CAREER LAUNCHER: PROGRAMMING & OUTREACH ASSISTANT



OPPORTUNITY DESCRIPTION

Trinity Square Video is accepting applications for the part-time position of Programming & Outreach Assistant. This position will help support and build the organization's presentation and education initiatives. The Programming and Outreach Assistant will work within allocated budgets as well as identify potential external funding sources, including partnerships, collaborations, cultural agencies, foundations, and others to supplement existing resources where possible.

Trinity Square Video is a not-for-profit artist run centre and exhibition space. Since 1971, Trinity Square Video has supported community organizations and artists from diverse backgrounds whose practice incorporates the use of electronic moving images in their work, by commissioning, exhibiting, training and making equipment and integration services available.

ROLES AND RESPONSIBILITIES

Under the direction of the Artistic Director, the Programming & Outreach Assistant will be expected to support and undertake the following activities:

- Assisting with the research and arrangement of community outreach initiatives that can inform our gallery and workshop activities.
- Assisting with the creation and coordination of discursive programming that compliments the scheduled exhibitions, and the inquiry into project-based grants and funding opportunities that support these activities.
- Assisting with activities and events at the Gallery.

QUALIFICATIONS

- Must have graduated from OCADU in 2017 or 2018
- Must be interested in assorted media-art practices including single, multi-channel, interactive, VR/AR/XR, projection mapping, etc.
- Must be interested in curatorial or programming activities (technical knowledge in media-based equipment and installation is an asset)
- Must be interested in community engagement and outreach
- Must have superior organizational skills and written communicational skills, for the purpose of exhibition and marketing texts, grant application, and social media

TRINITY SQUARE VIDEO

121-401 Richmond Street West
Toronto ON
www.trinitysquarevideo.com

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RATE: \$16/ hour for 20 hours/ week

TERM: January - August, 2019 (30 weeks)

DEADLINE: Monday, November 12, 2018
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SUBMISSION REQUIREMENTS

- Full contact information (Name, phone, and email) and a current CV
- A short writing sample
- A cover letter outlining interest and relevant background

SUBMISSION INSTRUCTION

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Please submit all written components in one (1) PDF to the attention of Tak Pham
tpham@ocadu.ca

CONTACT

Tak Pham
Special Project Coordinator,
Career Launchers
E: tpham@ocadu.ca
T: 416 977 6000 x 361

ocadu.ca/careerdevelopment

Find an archive of past initiatives here:
careerlaunchers.format.com

