



**“Southampton Arts supports and encourages cultural expression, education in the arts and an appreciation of the arts.”**

## **Summer Student, Southampton Arts**

### **Position Summary**

We are looking for senior/ post-secondary students with a passion for the arts and community involvement. The summer student position is funded by the federal government of Canada to provide additional support to Southampton Arts Centre during our high season. This student will be working between the gallery and school, reporting to the board and other staff members. This is a full-time, minimum 30 hrs/week summer contract position that will be June to September. The selected candidate(s) are expected to have open availability for the duration of this contract. It is expected that the student is skilled in customer service, eager and hardworking, and comfortable using/ learning technology.

### **What You Will Do**

This is a very flexible and multi-faceted position that will require multitasking. Tasks may include:

- Staffing the retail gallery space, providing customer service
- Use of our point of sale system, and various other programs
- Assisting in tracking inventories
- Cleaning and maintaining school and class spaces
- Assisting with tourist and information for gallery visitors
- Supporting fellow staff members

### **Your Qualifications**

- Experience in customer service appreciated
- A dynamic leader, community builder, and communicator, with strong interpersonal skills and professional and personal integrity
- Comfortable on a computer/ using google drive
- Passionate/ knowledgeable in the arts (mediums, artists, history)

### **To Apply**

Please forward your resume and interest to [gallery@southamptonartscentre.com](mailto:gallery@southamptonartscentre.com)