



10 Algoma Street South
Thunder Bay ON P7B 3A7
807.345.5552
magnustheatre.com

Theatre in Education Assistant (8-Week Contract)

About the Position

The Theatre in Education Assistants will work under the direct supervision of the Theatre in Education Director. They will assist with organizing and implementing all facets of the Education Department and act as an ambassador of Magnus Theatre to the community.

Responsibilities

- Deliver theatre camp content for summer drama camps taking into account age and ability (age groups of 5-8, 9-12, and 13-18)
- Assist Theatre in Education Director with planning of daily activities; including preparation of supplies, set-up and wrap-up, and maintaining a clean workspace and classroom area
- Demonstrate good time management while leading youth activities
- Address disruptive behaviours and engage with youth, keeping them on task and actively learning
- Work with small groups to provide one-on-one support and skill development
- Complete all tasks in a timely and professional manner
- Assist with the implementation of other departmental events including but not limited to: 10x10 Short Play Festival, Collective Creation Project, Young Company, and Summer Camp Productions
- Contribute to day-to-day operations of the department including preparation of study guides for upcoming productions, generate social media content, and answer queries about programming from the public
- Abide by all Company policies and procedures including health and safety practices
- Uphold the professional image and name of the Theatre in good faith during all dealings with staff, participants and parents
- Sundry duties as assigned

Qualifications

- Appreciation for the performing arts
- Experience working with children, particularly from ages 5-12
- Some teaching experience, including ability to learn information and translate into teachable material
- Self-motivated, well-organized, and energetic with a positive and professional demeanor
- Works well independently and as part of a team
- Ability to work within and maintain a highly effective and positive team culture
- Proficiency with common social media platforms an asset
- Currently between the ages of 18-30 years old, and legally able to work in the province of Ontario



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Note: This position will require working with vulnerable persons and therefore a successful Vulnerable Sector Check will be required. First Aid and CPR training is an asset.

Further Information

These contract positions run from either June 5th-July 28th or July 10th-September 1st, 2023 and the successful candidates will work onsite in Thunder Bay, Ontario to grow Magnus Theatre alongside our vibrant, team-oriented staff. Occasional evening and weekend work will be required.

The compensation package includes a wage of \$16.00/hour with a work week averaging between 20-35 hours.

Application Process

If you feel that you could make a meaningful contribution in this role, please send a cover letter and resume in a single PDF file to education@magnustheatre.com prior to Friday May 19th.

Magnus Theatre is committed to equity, accessibility and creating a safe and healthy workplace. If you require any accommodations during the recruitment process, please let us know alongside submission of your application.

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

About Magnus Theatre

Founded in 1971, Magnus Theatre is Northwestern Ontario's only professional theatre, a not-for-profit registered charity, and a full member of the Professional Association of Canadian Theatres (PACT). This year, 2023, marks Magnus Theatre's 51st anniversary. For half a century, the theatre's well-crafted productions have earned it a reputation as a leading arts organization in the region and beyond. Magnus Theatre produces seven Mainstage productions annually and a full array of Theatre in Education programs, serving over 40,000 individuals throughout Northwestern Ontario each year. For more information, please visit magnustheatre.com.