

Theatre in Education Summer Assistant

About the Position

The Theatre in Education Assistant 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, with chief responsibility for planning and administering our Summer Camp series for students ages 5 - 14.

Responsibilities:

- Deliver age-appropriate theatre camp content for multiple summer drama camps for students between the aged of 5-14.
- Assist with planning the day's activities and take instruction from the Theatre in Education Director.
- Assist with maintaining schedules and timing of children's activities.
- Assist with preparing activities and supplies needed for each activity, set-up and wrap-up at the beginning and end of each day and maintaining a clean and tidy workspace.
- Assist with providing childcare and supervising children/youth including working with small groups on specific skills and providing one-on-one support.
- Lead children's activities and teach new skills.
- Find ways to engage children and encourage hands-on learning; keep children on task and actively learning.
- Safely lead children to off-site locations on foot.
- Create a nourishing environment that fosters creative learning.
- Ensure health and safety practices are being followed, and that students are always supervised.
- Assist with post event wrap-up, including recommendations for the program.
- Contribute to the day-to-day running of the department, e.g., prepare study guides for the upcoming season, create ideas for social media content, answer queries about programming from the public.
- Sundry duties as assigned.

Core Requirements:

- Experience working with children, especially those aged 5 through 14.
- Some teaching experience, including ability to learn various types of information and then translate it into teachable material.
- Self-motivated, well-organized, and energetic.
- Ability to work long days and maintain a professional and friendly demeanor.
- Works well as part of a collaborative team, as well as independently.

Desired Requirements:

- Knowledge and experience of live theatre.
- Proficiency with, and understanding of, various social media platforms.
- An interest and passion for arts education.

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

Further Information

The successful candidate will work onsite in Thunder Bay, Ontario to grow Magnus Theatre alongside our vibrant, team-oriented staff. Compensation for this position will be \$18.60 an hour for 35 hours a week. This is a contract position, employment term is 11 weeks, from June 15th to August 28th, 2026

Application Process

If you feel that you could make a meaningful contribution in this role, please send a cover letter and resume with the subject line: “*your name* - 2026 Theatre in Education Assistant” in a single PDF file to the attention of the Theatre in Education Director at education@magnustheatre.com prior to Friday, June 5th.

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). For over 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 productions annually across three stages, 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.