

2024/2025 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: VISU 6 - Visiting Artist Assistant

DEPARTMENT NAME: Visual Arts

CONTACT NAME: Hollis Roberts

JOB DESCRIPTION:

While on duty the responsibilities may include:

Moving furniture to free space for the event.

Setup and removal of chairs.

Setup and removal of lectern.

Assist with the setup and removal of AV equipment.

Enforcing Visual Arts and OBFD installation best practices and requirements.

Other miscellaneous administrative or creative duties as required.

Creating a welcoming and respectful environment that promotes community and creativity.

QUALIFICATIONS:

Personable, cooperative and friendly demeanor

Good communications skills

Applicant subject to approval by the Faculty Member overseeing The Visiting Artist Program

JOB LOCATION ON-CAMPUS: Visual arts building

WORK STUDY WAGE: \$18.50/hour (including 4% vacation pay)

HOURS AVAILABLE: 100

HOW TO APPLY: In person/or email with cover letter and resume to:
Hollis Roberts, Facility and Production Manager
Department of Visual Arts
University of Victoria
3800 Finnerty Rd, VIA A103 OR
Via email to

APPLICANTS MUST BE ELIGIBLE TO PARTICIPATE IN THE WORK STUDY PROGRAM
For details go to: <http://www.uvic.ca/registrar/safa/work-study/index.php>