



## **JOB POSTING – ARTS CAMP INSTRUCTOR – SUMMER CAMP – 2026**

**Position title:** Arts Camp Instructor

**Date posted:** April 2, 2026

**Application deadline:** April 20, 2026

**Job type:** Full-time, Temporary

**Work hours:** 37.5 hours per week with a 30-minute unpaid lunch break, Monday to Friday, 8:30 a.m. to 4:30 p.m. Applicants must be available and ready to work the full 10 weeks.

**Start date:** Monday, June 22, 2026

**End date:** August 28, 2026

**Hourly wage rate:** \$22.00 per hour

**Positions available:** 4

**Reporting to:** Programs Manager

**Note: Candidates must be eligible to work under Canada Summer Jobs Guidelines**

### **Organization:**

Neilson Park Creative Centre is a non-profit arts organization located within Neilson Park in central Etobicoke that has been offering arts-based activities and events since 1992. NPCC effectively serves the creative needs of six resident groups, its 500 members, as well as delivering exhibitions, classes, workshops and events to some 24,000 + supporters. With four dedicated studio spaces, two galleries and administrative/support spaces, we welcome all individuals to the centre through free and paid programming, and deliver high quality activities and informal education. NPCC continues to respond to the needs of its members and supporters on the western edge of Toronto and serves the wide range of populations including youth, families, new Canadians and older adults. The Summer Camp Art Instructor position supports a priority of providing arts education and activities for children at NPCC, during the summer season, from June 22 to August 28, 2026.

### **Key Responsibilities and Duties:**

- Attend a week-long training session before the beginning of camp, complete and review all policies and certifications. A valid Vulnerable Sector Check is required
- Prepare lesson plans and projects based on a pre-set weekly theme and deliver quality process and media instruction, inspiring content, and informed arts education all while maintaining a fun and positive atmosphere. A wide range of skill-building art activities geared to children ages 5-7, 7-9, 9-11 or 11-14 will be required. Instructors are responsible for teaching one age group throughout the camp season
- Supervise children and ensure a safe environment



# NEILSON PARK CREATIVE CENTRE

CONNECTING TO AND CELEBRATING A RICHER LIFE THROUGH THE ARTS

- Maintain an organized, supportive, inclusive and positive camp environment
- Collaborate with the Programs Coordinator and summer camp team to plan and organize a multiple medium art curriculum
- Instruct art activities in a well-planned and well-paced schedule to allow for project completion and student satisfaction of accomplishment in a variety of mediums, including painting, printmaking, drawing, collage, sculpture, and more
- Provide directions to camp counsellors and volunteers on how to support the class, maintain order in the room, prepare materials and keep the room and artist materials clean and well stored for the next time they are used
- Provide an order list of art materials and supplies in a timely fashion to NPCC administration
- Interact positively with parents, staff and participants
- Participate in training sessions (i.e. health and safety awareness, AODA, and emergency procedures)
- Perform duties and responsibilities in accordance with the NPCC Code of Conduct
- Responsible for taking on a leadership role with youth volunteers
- Performs administrative tasks, i.e. monitors attendance, early dismissals, extended care participants, and participant information, fills out incident reports
- Participates in a formal programs and performance review process and regularly scheduled staff meetings
- Maintains art supply budget
- Fulfills the required certifications: AODA, Health and Safety, First Aid
- Additional duties as needed

## **Qualifications:**

- Experience instructing and supervising children (ages 5-7, 7-9, 9-11 or 11-14) in a class and/or camp environment
- Experience in developing activity plans for children (ages 5-7, 7-9, 9-11 or 11-14)
- Post-secondary education in the arts or early childhood education an asset
- Possesses a knowledge of fine arts movements and methods and themes
- Knowledge of health & safety practices
- Strong organizational and interpersonal skills
- Positive and enthusiastic. Is passionate about art and enjoys working with children
- Exemplifies professionalism, responsible and ethical conduct and appropriate behavior with teams, campers and management



## Requirements:

- Must meet the requirements of the Canada Summer Jobs employment program: Be between the ages of 15 and 30 and a Canadian Citizen or Permanent Resident
- Current Standard First Aid/CPR "C" certification, AODA Accessibility Training Certificate, Health and Safety Certification and Vulnerable Sector Check. Note: First Aid/CPR "C" certification, AODA, and Health and Safety Certification may be completed during training week. A Vulnerable Sector Check requires longer lead times and is a requirement to the position please plan accordingly
- Genuine care for children's well-being and for creating a positive summer camp experience
- Attend a mandatory week-long training session from June 22 – 26
- Excellent communication and organizational skills
- Punctuality
- Friendly and approachable character
- Positive and proactive approach to independent and teamwork. Understands the impact of how their work and attitude affects the quality of the NPCC summer camp experience
- Ability to prioritize competing demands and work well in a busy and eventful camp environment

## Additional Info:

Neilson Park Creative Centre is committed to employment equity. NPCC encourages applications from women, persons with disabilities, Indigenous peoples and members of visible minorities.

In accordance with the Accessibility for Ontarians with Disabilities Act, NPCC will work to provide equitable treatment and accommodation to ensure barrier-free recruitment.

## How to Apply:

Interested candidates are to send a resume and cover letter to the attention of the Programs Manager by email, in PDF format, email:

**[julia@neilsonparkcreativecentre.com](mailto:julia@neilsonparkcreativecentre.com)**. We thank all who have applied, however, only candidates considered for an interview will be contacted.

**What you can expect if selected for an interview:** Introductory phone call, online interview, in-person interview.



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