



Curatorial / Collections Assistant

Number of Positions: 1

Length of assignment: 2025-06-02 - 2025-08-22

Hourly wage: \$18.20

The AGG seeks a dynamic, competent, detail-oriented candidate to undertake research and community engagement, supporting the gallery's exhibition planning. The ideal candidate will work efficiently both independently and within teams. Knowledge of diverse cultural practices and post-secondary training in visual arts are assets, as well as strong critical thinking and superior written and verbal communication skills. The ability to thrive in a dynamic, collaborative, and deadline-driven environment is essential. Confidence in speaking to individual members of the public (all ages) and addressing small or large groups is an asset. This position reports to the Director and works closely with the Curator of Contemporary Art, Gallery Coordinator, and other staff.

Field of Study: Fine Art / Art History, Museum Studies and Cultural Studies

Level of Education: Post-secondary

Computers/Equipment: Computer skills (including word/image processing software, social media tools, web-based research), digital A/V equipment, digital camera/scanner, Zoom, POS (point-of-sale) systems

The ideal candidate will:

- have post-secondary training in visual arts, curatorial, cultural, or critical studies, as well as strong creative and communication skills
- be currently enrolled in graduate or undergraduate studies
- have experience using PC operating systems
- be proficient using MS Office, including Word, Excel, PowerPoint (for document creation, editing, and saving), and Outlook (for managing email and attachments)
- possess excellent verbal communication skills, including the ability to address individuals and groups
- demonstrate excellent organizational and written communication skills, with strengths in research for content generation
- preferably have experience developing cultural programming and working with artists

The AGG is committed to an employment equity program that includes measures to achieve diversity among its staff. We encourage applications from all qualified youth, including those from Indigenous and racialized communities, LGBTQ2IA+ youth, and youth living with disabilities. We will only interview candidates that meet the eligibility criteria for participation in [Young Canada Works in Heritage Organizations](#).

Terms: This is a 12-week, full-time, contract position from June 2 to August 22, 2025. The rate of pay is \$18.20 per hour, based on 35 hours per week. Orientation and training are provided.

About the Gallery:

The AGG is widely known for its exhibition programs and for its collections of more than 10,000 works of art, which jointly cover three centuries of Canadian and international art. The AGG has a broad public role, supported by its relationship to three sponsors: the University of Guelph, the City of Guelph, and the Upper Grand District School Board. The gallery is housed in a renovated historic building (dating to 1904) and features a Sculpture Park on the adjacent grounds. The Sculpture Park is the largest outdoor art collection at a public gallery in Canada, with 41 permanently sited works representing artists from across Canada. Known internationally for its Canadian contemporary art collection, historical European print collection, and for its Inuit and First Nations collections, the AGG produces 12-15 exhibitions per year, some of which tour regionally, nationally, and internationally. For more information, visit our [website](#).

Characteristics of City/Region:

The Art Gallery of Guelph (AGG) is the principal public art gallery serving Guelph and the surrounding region. Guelph is a vibrant city situated in the heart of southern Ontario, just 100 km west of Toronto. With one of Canada's premier research-based universities (University of Guelph) and a diversity of manufacturing, service, and high-technology enterprises in the region, Guelph is among Canada's most arts-intensive and socially engaged communities, and one of the fastest growing economic regions in the country. More information about the City of Guelph may be found [here](#).

To apply, please email a cover letter and resumé to info@artgalleryofguelph.ca, noting **Curatorial / Collections Assistant application** in the subject line. When the position is posted on the Young Canada Works portal, applicants will be notified and required to apply through the site. Deadline to apply: **April 22, 2025**

We would like to thank all candidates for their interest, but only those selected for an interview will be contacted.