



**Job:** Assistant Preparator

**Hours:** Part-time, casual

**Salary:** \$21.50 per hour

**Application Deadline:** Open until filled

The Kelowna Art Gallery is seeking a part-time, casual Assistant Preparator. The Assistant Preparator works closely with the Curatorial team and Preparator to install exhibitions in the Gallery throughout the year. The ideal candidate is currently enrolled in, or has completed, a degree or diploma in Fine Arts, Visual Arts, or equivalent.

The candidate must be a collaborative and enthusiastic individual, with a willingness to learn, a passion for art, experience with audio-visual equipment, and excellent communication skills.

Responsibilities include:

- Assisting with all aspects of exhibition construction, installation and de-installation
- Handling and packing works of art
- Patching, sanding, and painting walls
- Applying vinyl lettering and signage
- Assisting with the maintenance and organization of the Gallery workshop
- Knowledge of contemporary art practices is an asset

Skills required:

- Art handling and installation experience
- Knowledge of carpentry tools
- Ability to lift 50lbs
- Be comfortable working on ladders and an electric scissor lift
- Good problem-solving and organizational skills
- Team player

Please email resumes to [hr@kelownaartgallery.com](mailto:hr@kelownaartgallery.com) or mail resumes to the Kelowna Art Gallery. No phone calls please. We regret that only candidates selected for an interview will be contacted.

KELOWNA ART GALLERY

1315 Water Street, Kelowna, BC V1Y 9R3

Tel: 250.762.2226 ext. 304 Fax: 250.762.9875

[www.kelownaartgallery.com](http://www.kelownaartgallery.com)

[hr@kelownaartgallery.com](mailto:hr@kelownaartgallery.com)