

**Part-time Contract Employment Opportunity with Local Arts
Organization – AlgomaTrad Now Accepting Resumes**

Program Technical Coordinator, Part-Time Contract

The Program Technical Coordinator will work with AlgomaTrad's Artistic Directors to:

- Create videos for marketing and archival purposes and present online streaming of AlgomaTrad events/concerts/programs
- Help design and implement a training program for the organization's volunteers and program participants in the use of various equipment for creating videos and presenting online streaming of events/concerts/programs, including but not limited to the use of cameras, switcher, microphones, editing software, etc
- Mentor program participants in real time at organization events/concerts/programs

The Applicant should:

- Have professional experience with sound and video equipment, online streaming, and use of Zoom and social communication platforms.
- Be able to train participants and help deliver and host programming in a rural region with poor internet infrastructure.
- Be available to mentor program participants during organization events/concerts/programs
- Be community-minded and comfortable working with all ages online and in-person.
- Be familiar with and understand the mission and mandate of AlgomaTrad.
- Have a valid driver's license and be able to travel to Central Algoma region (Sault Ste. Marie to Blind River, including St. Joseph Island)
- Be able to work 340 flexible hours between November 28, 2022 and April 28, 2023 (app. 17hrs/week for 20 weeks not including 2 weeks Christmas holiday season). Some evening and weekend hours may be required

The wage for this position is \$30/hour.

Resumes accepted by email or mail until **Friday, November 18, 2022, 4:30PM**. Not all applicants will be interviewed.

AlgomaTrad

Technical Coordinator Resume

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AlgomaTrad operates in compliance with Public Health orders and guidelines.