



Creative Pictou County

Mailing:

P.O. Box 1498

Pictou PO, NS, B0K 1H0

Studio/Office:

99 Water Street, Pictou

carissa@creativepictoucounty.com

creativepictoucounty.com

Summer Programming Manager

Start Date: Between June 23-July 7 (to be determined by funding confirmation)

End Date August 29

Salary: \$15.20

Hours: 30 hours a week

This position is funded through the Canada Summer Jobs Program, eligible candidates must be 30 years of age or younger at the start time for this position.

Creative Pictou County is seeking an Arts Event Coordinator for the summer of 2025.

The key role of the Programming Managers is to support summer program initiatives and events including the artist studio space run by Creative Pictou County. The chosen candidates will be asked to attend events in Pictou County and help promote Creative Pictou County as an organization as well as our membership program.

Examples of events would be attending a summer festival and having a creative activity for participants to engage with and therefore learn more about Creative Pictou County.

The Programming Assistants will also support running free arts programs for youth and the community in the artist studio space of the new deCoste Culture Hub in the Town of Pictou.

Job Responsibilities

- Research and promote creative events around Pictou County for summer 2025
- Work with the social committee to plan artist socials
- Design and run free arts programming in the community artist studio
- Support the board of directors with additional summer programs and events
- Attend local events to promote Creative Pictou County

Candidate Requirements

- An interest in art and knowledge of the Pictou County arts community
- Experience working with virtual platforms and Google Drive
- Excellent written, oral, and interpersonal communication skills



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- Exceptional relationship management ability with diverse stakeholders including the Board, volunteers, employees, funders, government, donors, private sector, the arts community, and the public
- Access to a vehicle
- Access to a laptop

Assets

- An academic background in art education, studio art, and/or art history
- Experience with arts programming
- Strong social media skills

To apply, please send a resume and cover letter to carissa@creativepictoucounty.com by April 18. This position is funded through Canada Summer Jobs for youth under 30, enrolment in a post secondary institution is not a requirement.