



An operation of the CoastArts Association
Charitable Number# 139921563 RR0001

PHONE: 902.582.3842 EMAIL: mail@artscentre.ca

FACSIMILE: 902.582.7943 WEB: www.artscentre.ca

Box 190 / Canning / Nova Scotia / Canada / B0P 1H0

Executive Director: Ms. Chris O'Neill

Honorary Chair: Alex Colville, O.C.

Honorary Patron: Her Honour Mayann Francis,
Lieutenant Governor of Nova Scotia

Have a Volunteer Holiday or Gain Valuable Work Experience!

Ross Creek is the place to be! With thousands of visitors, from 5 year olds discovering the world of art for the first time, to professional artists and audiences, it is a dynamic and exciting community. We take education and entertainment through the arts seriously, with a focus on creating a magical arts experience for all of our Ross Creek Community, from the small child coming for a day program to a professional actor living onsite for the summer to the audience member from overseas. You can be part of that, and have a fabulous time laughing, making lasting friendships and making memories, all while making an incredible contribution to this charitable organisation.

Long Term Volunteers gain not only satisfaction and a sense of community, but great new skills and a great resume builder! We sign contracts with any onsite volunteers to ensure security and clear expectations for and from both the volunteer and the Centre and work hard to ensure a cross section of experiences, depending on the volunteer position.

Responsibilities and Duties:

- Ensure that all relevant services meet and or exceed the standards set out by Ross Creek
- Supervise or set up and clean up picnic area before and after each performance
- With staff and volunteers, create a magical, positive and memorable experience for the public
- Promote and maintain RCCA policies and procedures
- Create and maintain a positive environment
- Supervise and mentor volunteers
- Maintain meaningful communication with all RCCA and theatre staff
- In conjunction with other volunteers and staff, ensure cleanliness and safety of all areas
- Be an ambassador at all times for Ross Creek and Two Planks and a Passion

Requirements:

- Criminal Background & Child Abuse Registry checks
- Great attitude and desire to meet new people and work hard!

Position Details:

Work will be detailed and outlined for any onsite longer term volunteers along with expectations and work hours, etc.

Perks:

Volunteers who give more than 20 hours of volunteer time per week eat for free from our menu. They also see the shows and can take part in some programs free. Depending on the time of year, some volunteers may be in tents with access to inside showers and bathrooms, or in the farmhouse or in cabins. All arrangements and details will be outlined before a volunteer is asked to make any commitment.

To Apply:

Fill out Volunteer Application form and submit with cover letter, resume and letter of reference to the address listed on form.



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Volunteer Application Form

1. Personal Information:

Name:		Phone		Cell	
Email					
Address:					
City:		Prov/State		Postal code:	
Country:		Birthplace:		Nationality:	

2. Position:

Volunteer Position:

(while these are not paid, they are treated as jobs and require a commitment and contract which sets out expectations and parameters)

<input type="checkbox"/> Camp Artist in Residence	<input type="checkbox"/> Junior Camp Counsellor	<input type="checkbox"/> Kitchen Hand
<input type="checkbox"/> Community Life Assistant	<input type="checkbox"/> Counsellor in training	<input type="checkbox"/> Gardener
<input type="checkbox"/> Box Office / Picnic Assistant	<input type="checkbox"/> Production Assistant (theatre)	<input type="checkbox"/> Set / Grounds / Construction
<input type="checkbox"/> Other (please list):		

3. Dates:

The Centre operates at peak capacity in the summer, but also has programs and volunteer opportunities for long term volunteers at other times. What is your primary season you wish you be at Ross Creek (certain jobs are only available in certain seasons)? Summer Fall Winter Spring

If you cannot be accommodated then, do you want to be considered for another season? Yes No

What dates are you available?

Are there dates that you require to be off for long standing events? Yes No

If yes, please list:

4. Education:

Please list any applicable education, especially at the post-secondary level.

INSTITUTION	PROGRAM	YEARS ATTENDED



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5. Training & Experience:

1. Have you attended a First Aid / CPR Training Course? Yes No
2. First Aid Level _____ CPR Level _____ Date _____
3. Do you have previous experience working in your chosen volunteer activity?
 Yes No

Why would you like to volunteer at Ross Creek? (IF YOU REQUIRE ADDITIONAL SPACE PLEASE ATTACH ON A SEPARATE SHEET)

What strong personal characteristics and / or skills would you would bring to the Ross Creek Centre for the Arts?

FOR YOUR APPLICATION TO BE CONSIDERED, YOU MUST INCLUDE:

1. **Completed Application Form**
2. **CV/Résumé**, highlighting artistic interests and relevant experience
3. **A Letter of Reference** from an arts instructor, a previous employer or a community leader who can discuss your skills and why you would be good volunteer.

Please mail, e-mail or fax your completed application to:

Volunteer Program Coordinator

ROSS CREEK CENTRE FOR THE ARTS

BOX 190, CANNING, NOVA SCOTIA, B0P 1H0



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community@artscentre.ca

Fax: 1-902-582-7943 Phone: 1-902-582.3842

Some ongoing positions (check with us at community@artscentre.ca to see what else might be available):

- **Camp Artist in Residence** – a professional artist of any discipline, who lives at camp, participates fully in camp life and mentors the staff and young artists. *Available March Break and Summer Only.*
- **Volunteer Artist in Residence** – A professional artist of any discipline, who lives at RCCA, participates fully in centre life and teaches or does programming development. This differs from our regular juried artist in residence program in that the volunteer must teach or program with staff for an equivalent to what a residency would fully cost. They also act as residence “dons” ensuring the other artists in residence or on colony have great community experiences. Ideally this person will have a car, or at least a driver’s license. *Available Fall, Winter, Spring.*
- **Junior Camp Counsellor** – usually a graduated RCCA counsellor-in-training – youth between 16-19 who has some camp experience and is passionate about the arts and wants to gain more experience and give back to kids spending a fabulous time with them through the summer. *Available Summer and March Break Only*
- **Kitchen Assistant** - a volunteer who loves cooking and gardening and brining fresh and delicious food to the community! We also welcome those who want to learn more about cooking and gardening and gain valuable work experience in a fast paced kitchen. *Available year round*
- **Community Life Assistant** – A volunteer who loves organising and finding creative solutions. This position is for someone who is the go-to-person for artists and staff who need assistance with making the centre work well in the summer with such a dynamic community onsite. A great opportunity to bring the theatre and centre together in fun and innovative ways. *Available Spring and Summer only.*
- **Counsellor in training** – a young person – 14-17 who loves the arts and wants to spend a summer learning, gaining incredible skills and having a blast with younger kids. You must be able to dedicate your summer to Ross Creek, and you gain food-handling, first aid and other certification along with the teen academy program of your choice for free and incredible memories. *Available Summer Only*
- **Gardener** – our large gardens are for both food and beauty. We invite those who want to learn more about organic gardening (or who can teach us new things!) as well as those who love plants and want to help us create and maintain our landscape to be part of the Ross Creek Garden Corps. *Available Spring, Summer and Fall.*
- **Box Office / Picnic Assistant** – Learn the ropes of creating a great experience for audiences at our unique summer theatre. Work with our box office manager to welcome audiences, ensuring their safety and comfort. Work with the Picnic Coordinator to create and serve fabulous picnics that work with the theatre to create a fabulous and magical memory for our patrons. *Available summer only*
- **Production Assistant (theatre)** – learn about professional theatre by assisting the director and stage management and set crew. Make props, mow the playing area, assist wherever needed to make a great show come alive at Ross Creek this summer! *Available summer only*
- **Set / Grounds / Construction** – assist us with landscaping, construction projects, set design and construction and more, depending on the time of year and your skills. *Available year round, with varying projects available.*