

Public Energy Performing Arts Job Posting

Accessibility Coordinator, Erring at King George

Date Posted: December 15, 2021

Application Deadline: January 13, 2022, 2pm

Start/End Dates: January 24, 2022 (flexible) – May 27, 2022

Salary: \$20/hour

Location: Peterborough, ON

Term: 330 hours total. Part time flexible February-April, full time (35 hours/week) in May

Public Energy is committed to diversity and inclusion in the workplace. We will be prioritizing applications from Indigenous people, people with disabilities, new Canadians, people of colour, and members of the LGBTQ2S+ community.

To Apply: Applicants are asked to forward their resume or CV, cover letter expressing your interest in the job, and names and contact information of two (2) references to: admin@publicenergy.ca

About Public Energy: Founded in 1994, Public Energy is Peterborough's leading performing arts presenter/producer. Our mission is to act as a cultural catalyst in the community, bringing risk-taking artists and diverse audiences together around innovative works of dance, theatre and interdisciplinary performance.

About Erring at King George: Erring at King George is a multi-arts festival that will be presented in the now-closed King George Public School in early May of 2022. Erring at King George will see numerous performing and visual artists transform classrooms, hallways, offices and closets into exhibition spaces.

About the job: The Accessibility Coordinator (Erring at King George) is charged with coordinating accessibility programs, infrastructure and requests during the 2022 Erring at King George Festival. Key responsibilities are: coordinating projects to improve the physical accessibility of King George Public School, developing accessible programs and services, and managing communications around accessibility initiatives. The Accessibility Coordinator supports Public Energy Performing Arts' commitment to providing an inclusive and accessible Festival experience for all artists, audiences, partners, staff, and volunteers.

Duties:

- Developing an accessibility plan for the Erring at King George festival.
- Ensuring best practices are applied regarding accessibility to the Erring at King George festival.
- Managing the accessibility budget for the festival.
- Developing accessibility materials for the festival including a comprehensive guide to the physical accessibility of King George School, as well as visual stories for performances.



- Coordinating and facilitating Relaxed Performances in accordance with Public Energy's Relaxed Performance protocols.
- Overseeing initiatives to improve the physical accessibility of King George School
- Serving as primary point person for all external questions, concerns, or inquiries related to Festival accessibility.
- Working with marketing staff to ensure that marketing and website materials are presented in an accessible format.
- Coordinating communication with accessible vendors including ASL providers.
- Coordinating and implementing accessibility training materials for internal staff and volunteers.
- Attending and participating in regular staff meetings.
- Writing and completing a post-festival accessibility report.

Qualifications:

Education: University degree or community college diploma or equivalent experience.

Experience:

- Priority will be given for applicants with a lived experience with a disability.
- Experience in disability advocacy work an asset.
- Experience in a role where you were responsible for coordinating accessibility an asset.
- Experience in arts administration an asset.
- Eligibility to work in Canada required.

Skills:

- Experience and knowledge of best practices in accessibility coordination for cultural events.
- Outstanding verbal, written, and interpersonal communication skills.
- Basic ASL skills useful but not required.
- Demonstrated experience in the field of performing arts accessibility an asset.
- Typing and computer proficiency skills, including use of the Microsoft Office suite.
- Knowledge of best practices for digital accessibility an asset.
- Must be willing and able to work flexible hours/days, including evenings and weekends, reflective of the dynamic schedule of the festival.