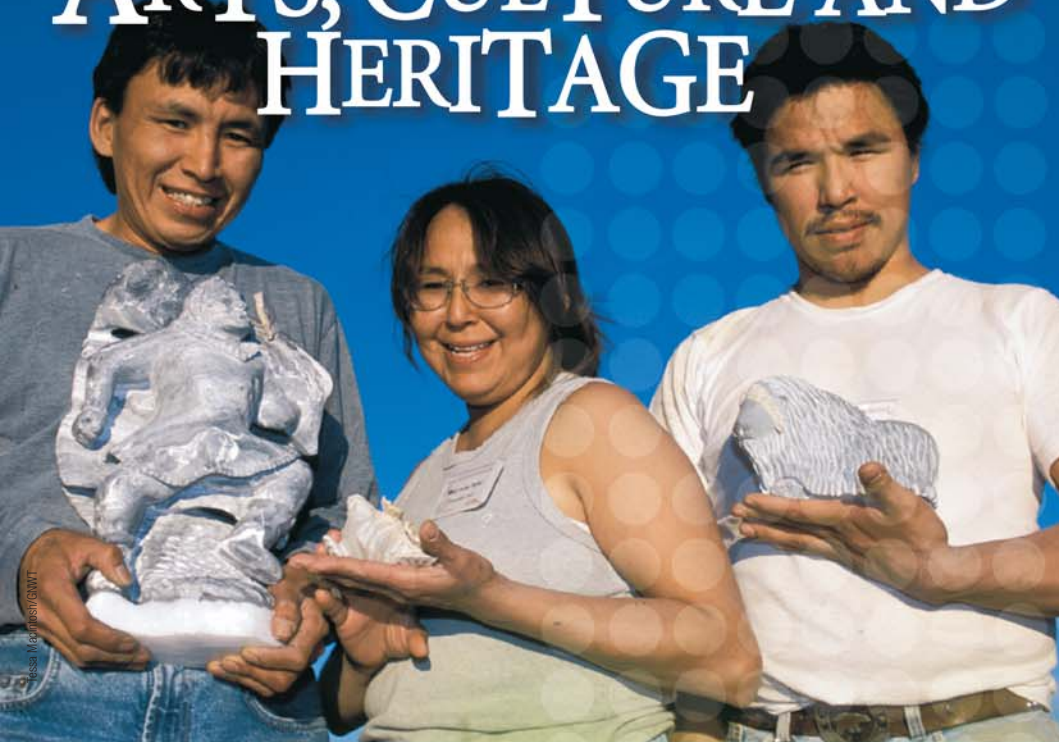


Jobs in ARTS, CULTURE AND HERITAGE



career opportunities series



Northwest Territories Education, Culture and Employment

Canada

Cette publication peut aussi être disponible en français sous le titre:
Emplois dans les arts, la culture et le patrimoine

Cover Photos

*Main: Inuvik Carvers, Great Northern Arts Festival. Terry Parker/NWT Tourism
Bottom Left: Inuvik Artist carving, Terry Parker/NWT Tourism; Bottom Right; Spirits, Inuit Print/GNWT
Top: Dene Teepees/GNWT*

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JOBS IN ARTS, CULTURE AND HERITAGE

INTRODUCTION

Jobs in arts, culture and heritage preserve, promote and portray the many cultures of the Northwest Territories (NWT). These opportunities are as varied and unique as the people of the North. The NWT is fortunate to have a rich heritage and many talented artists.

Arts, culture and heritage are an excellent choice for your career if you are looking for a way to express your creativity, work with interesting people and have a lot of job satisfaction.

WHAT ARE ARTS, CULTURE AND HERITAGE?

Arts, culture and heritage are an important part of our everyday lives. The arts are everything from the music we listen to, the movies we see, to the artwork that is in our homes. Heritage and culture include everything passed down from our ancestors. Heritage does not just focus on history, but it also looks towards the future. By studying the past, we can make changes in how we live and make the NWT a better place for everyone. There are many opportunities in the NWT to work in the heritage and culture field. These opportunities include: museum curators, archaeologists, tour guides, interpreters, archivists and coordinators.

Art is often used to express cultural heritage. The arts allow us to express emotions, share talents and to help others see things in a new way. There are many different forms of art in which you can use your talents. Visual art includes: carving, sewing, painting, printmaking and photography. The literary arts include: writing, publishing and selling printed goods like books and magazines. The performing arts include: music, dance, theatre, performance art and storytelling. Film, television and radio focus on the creation, production, promotion and distribution of

movies, television shows, radio programs and commercials. New media is a more recent addition to the arts and it includes the use of computer and digital technologies, video art and audio-visual forms and performances.

WILL THERE BE JOBS IN ARTS, CULTURE AND HERITAGE?

Public interest and government spending usually determine if there are jobs available in arts, culture and heritage.

Cultural tourism plays a large role promoting culture and heritage. People around the world enjoy visiting the NWT to learn about its unique cultures and history. The tourism industry is quickly growing and creating a demand for souvenirs and arts and crafts. This also creates jobs in the arts and culture sector.

As long as people continue expressing who they are through music, film, theatre, dance and artwork there will be exciting opportunities in the arts. With the media exposure that the North is receiving, it will become easier for Northern artists to make themselves known nationally and around the world. Technology and the Internet are also beginning to make it easier for new artists to market and sell their art and successfully compete with popular artists from other places.

WHAT JOBS WILL THERE BE IN ARTS, CULTURE AND HERITAGE?

There are many different types of jobs in arts, culture and heritage, and all have different training and education requirements. Some jobs focus on art, culture or heritage, while others are a blend of all three. It is important to remember that the more training and education you have, the greater the opportunities available to you. Talent and motivation also play a large part in the arts sector.

PERFORMING ARTS AND PRODUCTION

<i>Concert Promoter</i>	Hires artists and performers and arranges concerts or festivals.
<i>Music Teacher</i>	Teaches students to play musical instruments, conducts the school band and may help singers with voice lessons.
<i>Record Producer</i>	Helps choose and arrange the right songs for a recording artist.
<i>Actor</i>	Entertains people by portraying characters in plays, movies, television and commercials.
<i>Singer</i>	Sings and/or plays music solo or as part of a group.
<i>Songwriter</i>	Writes the lyrics and/or music of a song.

VISUAL ARTS AND CRAFTS

<i>Carver</i>	Creates pieces of art by carving and shaping materials such as bone, antler, stone, wood and ice.
<i>Painter</i>	Creates paintings using oils, acrylics or water color paints.
<i>Photographer</i>	Takes commercial, portrait, press or artistic photographs. May work privately or in the media for newspapers, magazines and television.

<i>Art Historian</i>	Teaches, researches and writes about the history of art. Art historians usually focus on an artist, a time-period or an art style.
<i>Textile Artist</i>	Creates rugs, tapestries and clothing in fabric. Weavers use a variety of materials such as: cloth, reeds or other plants and wool.
<i>Potter</i>	Makes pots, dishes, vases or decorations out of clay.
<i>Woodworker</i>	Creates furniture, carvings and decorations out of wood.
<i>Illustrator</i>	Creates pictures, diagrams and maps that explain or decorate products.
<i>Website Designer</i>	Creates and designs the layout and the image of a website.
<i>Graphic Designer</i>	Combines images, words and ideas to convey information.
<i>Art Gallery Owner</i>	Promotes and sells the artwork produced by various types of artists and genres.

LITERARY ARTS AND PUBLISHING

<i>Journalist</i>	Writes and edits articles and stories for newspapers and magazines.
<i>Author</i>	Writes books, stories or articles to entertain, inform and educate others.
<i>Publisher</i>	Prepares books, newspapers and magazines for sale and distribution.

LITERARY ARTS AND PUBLISHING

Continued...

<i>Librarian</i>	Helps people find information located in books, magazines and the Internet. Librarians usually work in a school or public library.
<i>Language Teacher</i>	Teaches students how to speak a different language.
<i>Bookseller</i>	Sells books, maintains store inventory and orders books from publishers.

FILM, TV AND RADIO

<i>Dancer</i>	Expresses rhythm, sound, emotions and ideas through movement. May perform in a group, with a partner or alone.
<i>Choreographer</i>	Creates dance compositions and plans and arranges dance movements and patterns.
<i>Disk Jockey/ Video Jockey</i>	Decides what songs to play on the radio, in bars and at special events. Video jockeys determine what videos to play.
<i>Director</i>	Interprets the artist's work and directs the performers and designers.
<i>Producer</i>	Organizes the production of movies, plays and radio or television programs.
<i>Announcer</i>	Announces programs and commercials and reads the news on television or radio.

Make-up Artist

Provides suitable make-up and hairstyles for models and actors. Make-up artists sometimes also work in beauty salons or spas.

Costume Designer

Researches and designs suitable costumes for actors and their performance. Closely works with make-up artists to create the visual effects of a movie, play or television program.

MUSEUMS AND CULTURAL/HERITAGE CENTRES



Anthropologist

Studies the traditions, beliefs, customs and languages of people and their cultures.

Archaeologist

Studies the material remains, such as artifacts and campsites, of past human life and activities.

Archivist

Acquires, preserves and provides access to government and private records of historical significance such as photographs, journals and oral history recordings.

Collections Curator

Acquires artifacts, specimens and works of art representing various cultures and regions, researches and documents the collection and makes it accessible to the public through exhibits and loans.

*Coordinator of
Virtual Exhibits*

Creates a “virtual tour” of a museum on the Internet. These tours allow people in remote communities or around the world the chance to explore different museum collections without having to visit the museum in person.

Exhibit Designer

Designs, produces and installs exhibits at museums and cultural centres.

MUSEUMS AND CULTURAL/HERITAGE CENTRES

Continued...

Geographical Information Systems (GIS) Officer

Creates, maintains and accesses archaeological geographic names and other geographic-referenced databases.

Museum Educator

Develops and presents school and public programs to promote an understanding and appreciation of local history and heritage.

LANGUAGES

Translator

Translates oral communication or written material from one language to another.

Linguist

Studies languages by comparison and how they have changed over time.

CULTURAL TOURISM

Heritage Interpreter

Helps the public understand and appreciate the cultural and natural history of a museum, historic sites, buildings or places.

Special Events Manager

Sets the policies and procedures of an event. The manager also plans, designs, and produces an event as well as overseeing the financial and business aspect of the event.

<i>Special Events Coordinator</i>	Works with Special Events Manager to create and organize public events. Must have an eye for detail and the ability to complete projects.
<i>Tour Operator</i>	Creates or markets tours and/or subcontracts tour services.
<i>Local Tour Guide</i>	Organizes and provides a professional and enjoyable experience for tourists. Responsibilities range from conducting tours and arranging hotels to ensuring the safety and enjoyment of the tour group.
<i>Tourism Trainer</i>	Delivers training to adults who are interested in tourism occupations. Trainers are responsible for making sure that tourism regulations are adhered to.
<i>Tourism/Visitor Counsellor</i>	Knows the tourism industry and promotes tourism in their area. Counsellors must be able to communicate well with tourists and visitors with special needs, follow office routines and use resource materials.

CREATE YOUR OWN JOB

There are many opportunities in the arts, culture and heritage sector to start your own business. If you have a good business idea, if you have confidence in your abilities and if you are willing to take a risk then starting your own business might be a very good option. The Department of Education, Culture and Employment provides supports such as the Self Employment Option Program to individuals who would like to start a small business. Contact your regional Career Centre or Canada/NWT Service Centre to see if you qualify or for more information on the program. For more information on how to start a business in the NWT, you may also go to the Industry, Tourism and Investment (ITI) home page at www.iti.gov.nt.ca and hit the "Starting a Business" button.

WORKING CONDITIONS

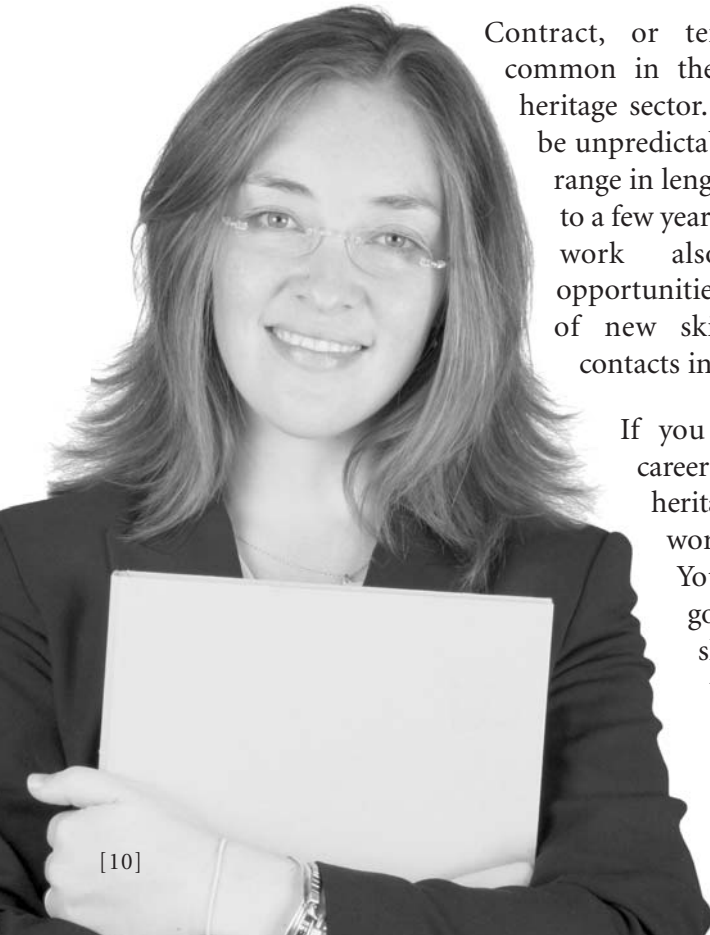
As an artist or performer, long hours are required as well as extensive travel to promote your art. Folk festivals, art shows, plays and concerts are often held outdoors in the summer months. Performers are often independent and set their own work schedules. Hours may fluctuate, depending on your projects.

In the heritage and cultural sector, people often work in museums, cultural centres, colleges or universities. Museums and cultural centres may be open seasonally or year-round as well as on weekends and holidays. Hours are usually nine to five.

Some heritage and cultural jobs require you to work outdoors and to travel. Guides may be required to give tours outdoors and archaeologists spend a great deal of time outdoors on digs and site development studies.

Contract, or temporary work is common in the arts, culture and heritage sector. Contract work can be unpredictable, as contracts can range in length from a few weeks to a few years. However, contract work also offers many opportunities to learn a variety of new skills and to make contacts in the industry.

If you are considering a career in arts, culture and heritage you should enjoy working with people. You should have good communication skills, be a creative thinker and be able to work in a variety of environments.



You should have strong communication and writing skills because a lot of your time may be spent writing funding proposals. There are many rewards working in arts, culture and heritage such as knowing that you are educating people about past and present cultures and entertaining people with your creativity and talent.

Additionally, entrepreneurial skills are important to have if you are working in the arts, culture and heritage sector. There are many challenges facing emerging artists and musicians such as getting people interested in your art and showing them how your art is different than others'. Many artists are self-employed and work tirelessly to promote and sell their music, art and crafts by travelling or running their own business.

Wages for jobs in this field are competitive. For more information on current wages and demand see NWT Job Futures available at the Career Centre in your community or online at www.jobfutures.stats.gov.nt.ca and talk to people who work in the field.

WHERE TO GET TRAINING

You will increase your chances of getting a job in the arts, culture and heritage sector if you have a college or university education, or have taken other specialized training programs. However, if you have talent and are willing to work hard it is possible to move up in the arts sector without formal training.

VOLUNTEERING

Volunteering is one of the best ways for you to begin your career in arts, culture and heritage. Organizations rely on volunteers to do jobs like interpretation, administration or coordination of special events. When there is a job opening, volunteers are often considered to fill the position because of the experience they have acquired.

Volunteering is also a great way to develop new skills and to meet people who have similar interests. Volunteering enables you to make contacts in the arts, culture and heritage industry and it shows that you are interested and committed. Try out for school and community plays, musicals or talent shows to gain experience. Build your portfolio and display your talent to the public.

WHERE TO GET TRAINING, *continued*

AURORA COLLEGE

Aurora College offers a variety of programs that can help you to get a job in arts, culture and heritage. These programs and services include: Aboriginal Language and Cultural Instruction, Recreation Leadership, Management Studies, Community Development and Fine Arts Programs. Student Services at Aurora College will explain current course offerings. Although these courses and programs are a good introduction to many jobs in arts, culture and heritage, some jobs will require additional schooling or on-the-job training.

Call your local campus or visit www.auroracollege.nt.ca to find out about current programs and courses being offered.

COLLEGES IN SOUTHERN CANADA

Other courses and programs available at colleges in southern Canada that could lead to jobs in arts, culture and heritage include the following: Arts and Cultural Management, Conservation, Dance, Digital Arts and Media, Fine Art, Information Management and Library Technology, Museum Technology, Music, Theatre Arts and Voluntary Sector Management. Check with your regional Career Centre for college information or look on the Internet for online calendars.

UNIVERSITY PROGRAMS

For professional jobs in arts, culture and heritage you need a university degree. There are many Canadian universities that offer programs in the following areas: Anthropology, Archaeology, Conservation, Cultural Resource Management, History, Indigenous Studies, Library Science, Linguistics and Museum Studies.

Universities also offer academic programs for professions that are common to most large businesses, such as human resources, industrial and labour relations, business and management and accounting. Programs such as these could also lead to employment in arts, culture and heritage. Check with your regional Career Centre for information on the universities, or look on the Internet for online course calendars.

FINANCIAL ASSISTANCE

To find out if you qualify for financial help while you study, contact the following:

NWT Student Financial Assistance

Department of Education, Culture and Employment, GNWT

P.O. Box 1320 Yellowknife, NT X1A 2L9

For further information call: (867) 873-7190

24-Hour Toll-Free Line - Tel: 1-800-661-0793

www.nwtsfa.gov.nt.ca



HOW TO APPLY FOR A JOB IN ARTS, CULTURE & HERITAGE

The most common way of applying for a job is to send your resume and a cover letter to the Government of the NWT and to all of the companies where you would like to work. However, because of the very strong interest in jobs, some employers only accept an electronic application, which can be accessed and completed on company websites. Make sure you indicate which job or jobs you are interested in, and why you think you are qualified for those jobs.

If you are interested in a career in the arts, culture and heritage sector you should talk to people who are working in the field to see if it is right for you. Look for arts, culture and heritage sector jobs advertised in the newspapers, on the GNWT website at www.gov.nt.ca, or on www.jobsnorth.ca.

Your local Career Centre can help you to prepare for your job search and to write your resume and cover letter.



WORKPLACE RIGHTS AND RESPONSIBILITIES

Employers and workers have responsibilities to each other. The *Labour Standards Act* sets out the general rules, minimum requirements, and principles of employment standards in the Northwest Territories. The *Act* covers such areas as hours of work, minimum wage, termination of employment, annual vacation and general holidays, and pregnancy and parental leave. It is up to you to know what rights and responsibilities you have as an employee.

For more information, contact Labour Services at 1 (867) 873-7486 or toll free at 1 (888) 700-5707 or visit the Department of Education, Culture and Employment website at: <http://www.ece.gov.nt.ca/Divisions/Labour/index.htm>

CAREER PLANNING

Career planning is an ongoing process that starts in your youth and continues throughout adulthood. When you think about making changes in your working life, try to make decisions based on your personality, passions, aptitudes, skills and commitments. Also consider what training and education you want and what opportunities are available to you. By finding the best fit between your interests, skills, values and available jobs, you'll have more control over your life and you'll find greater satisfaction in your work.

For more information or assistance with career planning and decision-making, contact your local Career Centre, adult educator, or school counsellor.

Put a lot of effort into your career today to make the most of your work. Always continue creating new opportunities for yourself.

NWT CAREER CENTRES, CANADA/NWT SERVICE CENTRE

Your regional Career Centre can help you to do the following:

- Learn about your skills, interests and values
- Find career, training and employment information
- Search for jobs
- Write resumes
- Apply for jobs
- Prepare and practice for a job interview
- Make a personal career or education plan

The regional Career Centres, Canada/NWT Service Centre are located in the following communities:

Fort Simpson	Deh Cho Hall	(867) 695-7333
Fort Smith	Sweetgrass Building	(867) 872-7425
Hay River	Courthouse Building	(867) 874-5050
Inuvik	Mack Travel Building	(867) 777-7365
Norman Wells	Town Square	(867) 587-7120
Yellowknife	Greenstone Building	(867) 766-5100

Other booklets in the Career Opportunities Series include:

- Jobs in Mining
- Jobs in Construction
- Jobs in Oil and Gas
- Jobs in Tourism
- Jobs in Health Services
- Jobs in Aviation
- Jobs in Community Government
- Jobs in Diamond Manufacturing
- Jobs in Social Sciences
- Jobs in the Service Sector
- Jobs in Information and Communications Technology

