



MOUNTAIN STANDARD TIME PERFORMATIVE  
ART FESTIVAL AND SOCIETY

Mountain Standard Time Performative Art Festival Society  
**Employment Opportunity for Current Graduates (2018)**

**Position: Biennial Coordinator**

**Contract: May 1 – October 31, 2018**

**Deadline: April 15, 2018**

Please submit your application, including CV, cover letter, and contacts for two references as a single PDF to [artisticdirector@mstfestival.org](mailto:artisticdirector@mstfestival.org). Late or incomplete applications will not be accepted.

The Mountain Standard Time Performative Art Festival Society (M:ST) is currently seeking a Biennial Coordinator. This is a contract position, remunerating \$17.50 per hour, working 40 hours per week to prepare for the upcoming M:ST 9 Biennial in October 2018.

**BIENNIAL COORDINATOR JOB DESCRIPTION:**

This position represents an excellent opportunity for an emerging artist or arts administrator to build knowledge of the local, national, and international art communities, while developing administrative, programming, and organizational experience.

The Biennial Coordinator will assist the Artistic Directors in specific duties such as organizing venues and equipment rentals; soliciting sponsorship; arranging artist travel, accommodation, and hospitality; updating our website, and liaising with staff, Board Directors, and member organizations. The Biennial Coordinator will also be solely responsible for volunteer recruitment and coordination leading up to and throughout the festival. The Biennial Coordinator will also have the opportunity to coordinate self-directed curatorial initiatives in which the intern can develop a distinct voice.

The intern will be required to attend the society's board meetings and participate in bi-monthly staff meetings. The intern will also be asked to keep a journal where they will self-report on their ongoing development.

**ESSENTIAL SKILLS**

The candidate must be a fine arts graduate (graduating in 2016) from an accredited institution. Ideal candidates will also have a background and interest in visual and media arts, excellent writing skills, strong organizational and communication skills, knowledge of the local arts community, as well as knowledge of contemporary performative practices. Experience with web based design and event planning, as well as a driver's license are considered assets.

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The M:ST Performative Art Festival hires on the basis of merit and is strongly committed to equity and diversity within its community. We especially welcome applications from visible minority group members, women, Aboriginal persons, persons with disabilities, persons of minority sexual orientations and gender identities, and others with the skills and knowledge to productively engage with diverse communities. All qualified candidates are encouraged to apply; however, applicants who are permanent residents of Canada will be given priority.

**Inquiries may be directed to Desiree Nault at [artisticdirector@mstfestival.org](mailto:artisticdirector@mstfestival.org).**

### **M:ST MANDATE**

The M:ST Biennial is a Southern Alberta performative art festival that brings together a wide range of local, national and international artists from all experience levels, backgrounds and performative disciplines. M:ST strives to program diverse, and thought provoking performative works. The term *performative*, is used to describe practices that originate from a visual or media arts discourse and involve the presence of the artist. The biennial fosters discourse crucial for the growth and progression of the performative arts and an important inter-regional and international dialogue through panel discussions, workshops and dissemination activities. The festival recognizes the exceptional quality of performative art in this region while also promoting Southern Alberta as an important international art region.

This opportunity has been funded through the generous contributions of the Rozsa Foundation's Artistic Internship Grant. Information about the Rozsa Foundation can be found on their website: <https://www.rozsafoundation.com/artistic-internship-grants>.

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