

JOB OPPORTUNITY: Art Department Assistant

Production: This Summer Will Be Different

Location: Charlottetown and surrounding areas.

About the Opportunity:

Summer Sphere Productions Inc. is currently seeking an Art Department Assistant to join our team for an upcoming television series. This is a paid opportunity for adults looking to support the day-to-day coordination and creative needs of a professional film & TV art department. This position falls under the jurisdiction of DGC Maritimes; applicants must be DGC members or eligible to work as permittees.

What We Are Looking For:

- **Qualifications:** Experience in administration, coordination, or office support in a fast-paced environment. Graphic design and art skills are an asset, as is a valid driver's licence.
- **Attributes:** Detail-oriented, organized, collaborative, resourceful, and eager to work in a high-energy production environment.

Compensation:

- This is a paid position. Rates are competitive and paid in accordance with the DGC Maritimes collective agreement.

How to Apply:

Please submit your interest by emailing hiring@clubredproductions.com.

- **Subject Line:** "Art Department Assistant Application - [Your Full Name]"
- **Please Include:** A brief summary of your relevant experience, your current contact information, and your availability from late July to early September.