

## **Researcher/Writer - Freelance/Contractor** **One (1) position available - (\$2500-\$3000)**

### **CREATE | CONNECT | CELEBRATE - A Documentary for MAC's 40th Anniversary**

In 2021, the Mississauga Arts Council (MAC) celebrated our milestone 40th Anniversary. We are commissioning a 40-minute documentary produced by Ron Duquette to celebrate MAC's accomplishments and capture our story from the leaders and community members of MAC. This documentary will include interviews with Founding, Former and Current MAC Executive Directors; Laurie Pallett, Linda Thomas, and Mike Douglas, along with insights from notable artists, performers, MARTY Award winners, community leaders and more about the impact and benefit of the Mississauga Arts Council then and now.

#### **About the Researcher/Writer position:**

MAC is seeking a researcher/writer of documentaries or nonfiction, to pilot a history project highlighting the most significant turning points and achievements of the Mississauga Arts Council. The researcher/writer will have 2 key responsibilities. First, to perform research with the assistance of MAC to identify key personnel to interview, and research MAC's archives for written documents and images that will help tell MAC's story. Second, to develop a first draft of the documentary script.

Applications for this position are due on **Monday, November 8, 2021 before 10:00 AM**. The contract will begin on November 12, 2021 and be completed by December 23, 2021 (TBC).

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#### **Required Skills/Equipment:**

- Applicants must have their own computer and access to word processing software. They will be working in a hybrid setting - research taking place at MAC's office (300 City Centre Drive, suite 1055, Mississauga ON) and writing taking place at their home or office.
- Applicants may be required to travel in and around Mississauga. A valid G-level license and access to a vehicle is an asset.
- Experience in journalism, non-fiction writing, or documentary screenwriting is an asset, and proven experience interviewing others an asset.
- Must have experience working as a freelance researcher/writer in a professional environment, nonprofit or arts sector experience preferred.
- Must have the ability to work independently, meet deadlines, and take direction from MAC staff and/or documentary producer.
- This position may require work on evenings/weekends, and a flexible schedule will be necessary.

## How to Apply:

Email the requested documents to Susan Durnin at [admin@mississaugaartscouncil.com](mailto:admin@mississaugaartscouncil.com) with the subject line: **Researcher/Writer Application - (YOUR LAST NAME)**.

Requested documents:

- Resume/CV in PDF format
- Links to two (2) samples of your work

Application deadline **Monday, November 8, 2021, by 10:00 AM.**

All documents must be received by the application deadline. No late submissions will be considered.

Priority will be given to Mississauga-based applicants. We thank all applicants, however only those selected for an interview will be contacted. Professional references may be requested prior to interviews.