Call for Applications: Imagine Architecture Lab Instructors and Coordinator

The Imagine Architecture program for high-school students invites applications for the positions of LAB 101 Instructor, LAB 102 Instructor, LAB 103 Instructor, and Coordinator for the summer of 2025.

Dates:
LAB 101 — July 7 to 11 (In-person @ Architecture Building) and July 28-August 1 (Online)
LAB 102 — July 14 to 18 (In-person @ Architecture Building)
LAB 103 — July 21 to 25 (In-person @ Architecture Building)

About Imagine Architecture: https://architecture.carleton.ca/signature-programs/33059-2/

Qualifications: The program invites applications from Master of Architecture, MAS, and PhD students currently enrolled at the Azrieli School of Architecture & Urbanism. Candidates must have excellent communication and presentation skills, demonstrated ability to work independently, and evidence of skills required to teach an introduction course to high school students.

Remuneration:

In-person LAB 101, 102, and 103: $1,859.20 per week plus daily lunch

Online LAB 101: $1,394.40 per week

About the Instructor Role: Each Instructor will prepare and deliver one lab portion of the Imagine Architecture course.

- LAB 101 involves teaching one week on campus and one week on Zoom.
- LAB 102 involves teaching one week on campus.
- LAB 103 involves teaching one week on campus.

On-campus working hours are 8:30 a.m. to 4:30 p.m., including daily studio set-up and clean-up. This is a non-union position.

Online working hours are 10 a.m. to 5:00 p.m. with a one-hour break for lunch.

Candidates will work closely with the Imagine Architecture Coordinator, the Special Programs Officer, and the teaching team.

Candidates are invited to apply for **one** of the labs and indicate if they wish to also serve as coordinator.

*

About the Coordinator Role: The coordinator will teach one lab and serve as a studio assistant for the two other labs. The job includes pre-program planning and availability in May and June, as well as full-time work for the duration of Imagine Architecture, from July 7 to

August 1. The coordinator will oversee content to ensure there is sufficient difference between the three labs and the content delivered is as per description. This role requires a mature, responsible person with good judgement, excellent inter-personal skills, and ability to operate in a dynamic environment. If you wish to be considered, please indicate which lab you wish to teach.

Remuneration: $3,100 for coordinator role plus daily lunch (in addition to lab instructor payment.)

About the LABS:

LAB 101: **July 7 to 11 (On Campus) and July 29 to August 1 (Online)**
Emphasis on human scale, multi-media drawing techniques, architectural conventions, and some physical modeling

This week-long workshop will include thought-provoking lectures and hands-on design thinking and making activities. You will be immersed in a culture of creativity, inspired motivation, and related skills-building techniques, methods, and projects. Each day will be dedicated to a specific theme that will culminate in a final exhibition of your projects. There will also be an opportunity to learn about Carleton University's application process and a workshop on portfolio preparation.

LAB 102
Emphasis on emerging technology: 3D modeling and visualization techniques.
Workshop on how to lay out a strong design portfolio.

LAB 102 offers a series of unique, engaging workshops that introduce essential, abstract, and creative skills, linked to new technologies used in contemporary practice. Like LAB 101, this workshop includes inspiring lectures and new ways of design thinking and making. In LAB 102, you will build models using Rhino 3D and visualize your work through the Adobe Creative Cloud. These skills connect to advanced fabrication and physical model-making, turning conceptual ideas into real objects.

LAB 103

Emphasis on diagrams and abstract architectural thinking, urban space, and portfolio preparation workshops

LAB 103 is a week-long immersive multi-media workshop, introducing participants to techniques of drawing, small model-building, and architectural representation. A series of choreographed exercises focus on drawing by hand, three-dimensional thinking, and abstract visualization. Topics include concepts of line drawing, plan, and section, perspective, cut-and-fold, and composition. Particularly appropriate for those who want to study architecture at university, LAB 103 places emphasis on abstract and conceptual thinking as well as understanding the kinds of graphic representations suitable for a portfolio.

To apply: Please send:

1. A cover letter indicating
   - which lab you would like to teach (i.e. LAB 101, LAB 102, or LAB 103)
   - whether you wish to be considered for the coordinator role
2. A curriculum vitae
3. A portfolio illustrating your design and/or fabrication skills in **one** PDF document to [mariacook3@cunet.carleton.ca.](mariacook3@cunet.carleton.ca) Please send 10 pages or spreads, paying attention to the quality of the work, overall presentation, and design of the portfolio. Maximum 10 MB

Application deadline: March 4, 2025

Questions? Please contact Maria Cook at mariacook3@cunet.carleton.ca

Carleton University is strongly committed to fostering diversity within its community as a source of excellence, cultural enrichment, and social strength. We welcome those who would contribute to the further diversification of our university, including, but not limited to: women; visible minorities; First Nations, Inuit and Métis peoples; persons with disabilities; and persons of any sexual orientation or gender identity and expressions.