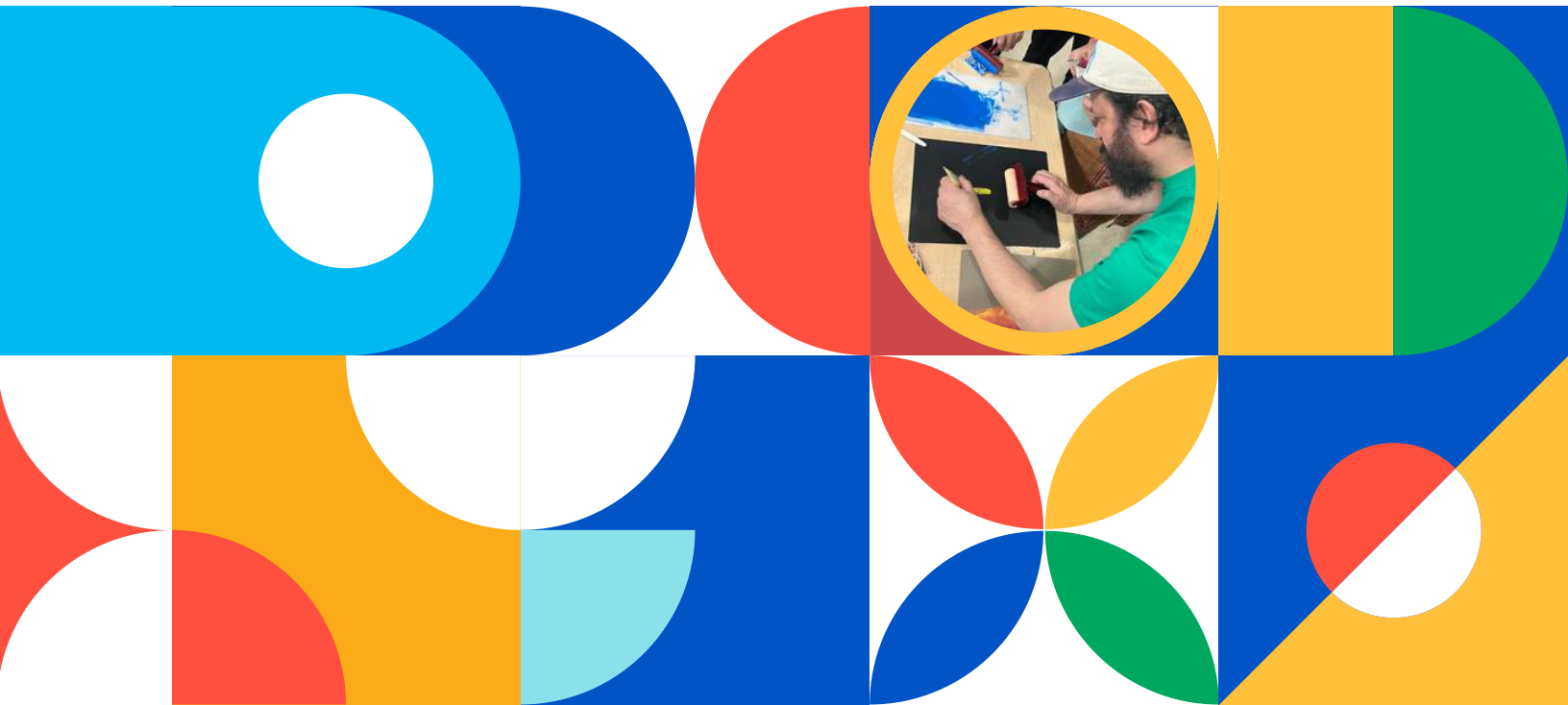


How to Guide: Hiring an Art Based Facilitator



Learn It, Lead It!

Integrating Art-Based Practice
in Settlement and Healthcare



Access Alliance
Multicultural Health and Community Services

How to Hire an Art-Based Facilitator for Settlement and Healthcare Agencies?

Expressive arts programs are an effective and beneficial approach to improving mental wellbeing among newcomer populations; art-based facilitators are essential in providing program development and facilitation. Art-based facilitators are hired as “Fee for Contract Workers” for their expertise and experiences as a part of Access Alliance teams. As such, understanding best practices to hire and onboard art-based facilitators is key to successful program implementation and execution of expressive arts programs.

This document was developed in consultation with the Canadian Art Therapy Association (CATA), Sharona Bookbinder (CATA Governance & Government Relations Representative) and information from leading art therapy institutes in Toronto. The guide is for hiring committees and managers needing guidance on how to recruit, hire and onboard an art therapist.

In consultation with:

Sharona Bookbinder, Canadian Art Therapy Association

Additional Art Therapy Institutions in Toronto

Created by Access Alliance 2023



Table of Contents

1.0 Terminology	3
2.0 Seeking an Art-Based Facilitator?	6
2.1 Sample Art Therapist Job Posting	6
2.2 Considerations for Job Postings	8
3.0 Recruitment	9
3.1 Posting on Job Boards	9
3.2 Selecting an Art-Based Facilitator	9
4.0 Interviewing an Art-Based Facilitator	11
4.1 Sample Interview Guide	11
5.0 Rate of Pay	13
5.1 Considerations to Rate of Pay	13
5.2 Art Therapists	13
5.3 Breakdown of Pay	14
6.0 Welcoming an Art-Based Facilitator	14



1.0 Terminology

You've started the journey of finding an arts-based facilitator, and it can feel overwhelming at first. With so many different qualifications, registrations, and abbreviations listed after people's names, it's easy to get confused. What do all those letters mean? And more importantly, what should you actually be looking for?

To help make things clearer, we've put together a list of common terms and titles you might come across on resumes, cover letters, or job postings. While these roles and modalities aren't limited to the descriptions provided, they offer a helpful starting point.

Abbrev.	Term	Description
ABF	Art-Based Facilitator	The art-based facilitator is experienced in the use of expressive arts to facilitate engagement with emotions, but may not be affiliated with a professional association. The facilitator creates a safe, accessible and non-judgmental environment for the creative self-expression of participants while delivering appropriate art-based activities.
AT	Art Therapist	Art therapists are trained professionals with expertise in counseling psychology and fine arts
ATR	Registered Art Therapist	Registration with a professional association is increasingly being requested for employment in health practice. Registration indicates you are a Professional Member in good standing, have received additional training in your profession, received clinical supervision (50 hours for 1000 client contact hours) beyond graduation, display involvement in the art therapy community and are committed to ongoing professional development.
EAT	Expressive Arts Therapist	A registered practitioner of multimodal forms (e.g. drama, theatre, movement, dance, music, etc.) of art as a method of therapy.

OART	Ontario Registered Art Therapist	The art therapist has completed the registration process with the Ontario Art Therapy Association and meets their requirements for education, training, supervision, and work experience.
RCAT	Registered Canadian Art Therapist	The art therapist has met the education, supervision, post-graduate work experience, and professional development requirements to become registered with the Canadian Art Therapy Association . There's a directory of art therapists who meet CATA's educational standards, but are not all RCATs.
RP	Registered Psychotherapist	The therapist is registered with the College of Registered Psychotherapists of Ontario (CRPO). They have met the minimum education, clinical experience, and supervision requirements to register, and they participate in ongoing professional development and quality assurance programs to maintain good standing. The CRPO has an online registry where you can look up details about any psychotherapist in Ontario.
RP- Qualifying	Registered Art Therapist	Registration with a professional association is increasingly being requested for employment in health practice. Registration indicates you are a Professional Member in good standing, have received additional training in your profession, received clinical supervision (50 hours for 1000 client contact hours) beyond graduation, display involvement in the art therapy community and are committed to ongoing professional development.
FCW	Fee for Contract Workers	Those who are contracted for specific skills and knowledge for a temporary position needed at an organization. They are not considered full-time employees.

There are three distinct approaches when using art as a vehicle to improve mental wellbeing, not limited to. Access Alliance mainly uses art for therapy and wellness. This terminology serves as a reference point for this document. However, every art-based facilitator may work within their own definition or identify with another term. It's important to have clear expectations of and communication with the facilitator you are recruiting to ensure you are both on the same page.

Term	Description
<p>Art for Psychotherapy</p>	<p>This form of therapy stimulates visual, auditory and physical senses and allows for patients to communicate in a symbolic and non-verbal way within a safe environment (Özkafacı & Eren, 2020). It serves as a bridge to bring images from the unconscious to the conscious (Özkafacı & Eren, 2020).</p> <p>Özkafacı, A. A, & Eren, N. (2020). Effect of art psychotherapy using marbling art on depression, anxiety, and hopelessness in female survivors of domestic violence with PTSD. <i>The Arts in Psychotherapy</i>, 71. https://doi.org/10.1016/j.aip.2020.101703.</p>
<p>Art for Therapy</p>	<p>Therapists use patients' free form art expressions to encourage them to talk about the images and to begin to look to themselves for meaning and insight. Combined with talk therapy, it can help people deal with strong emotions, increase self-awareness and self-worth and decrease stress and anxiety.</p>
<p>Art for Wellness</p>	<p>The incorporation of art based activities within existing organizational structures to increase positive state of mental wellbeing for participants. This can include mindfulness, breathing, somatic etc. techniques that equips participants with tools and strategies.</p>

2.0 Seeking an Art-Based Facilitator?

You may already have experience writing job postings for contract positions—but crafting one for an arts-based facilitator comes with a few unique considerations. What sets this kind of posting apart is the need to clearly communicate not just the role, but also the creative and community-centered approach you're looking for. The sample below will help your posting stand out to the right candidates focused on arts-based practitioners.

2.1 Sample HEAL Project Art Based Facilitator Job Posting

Title: HEAL Art Based Facilitator

When: Ongoing Recruitment

Duration: 12 Session program (3 hrs./session)

Breakdown: 2 hrs.+ 30 minute pre/ clean-up/ debriefing

Location: Location will vary throughout the project TBD. All sites are located in the GTA at a partner organization or Access Point on Jane or Danforth.

HEAL – Hubs for Expressive Arts for Life

Access Alliance Multicultural Health and Community Services (Access Alliance) will work with peer researchers, community members as well as academic and community organization partners to implement HEAL, an inter-sectoral, creative, culturally safe, multi-pronged capacity enriching project. This co-design, mixed method, community based participation action research is focused on vulnerable newcomer populations who are survivors or at risk of domestic violence in the City of Toronto. The team will develop expressive arts interventions and identify promising or best practices to address the trauma-informed health impacts of family violence and to improve participants' physical and mental wellbeing.

Intended Population: The HEAL project will serve six target groups of newcomers surviving, or at greater risk of, family violence who come from different linguistic and ethnic communities and a range of intersectional locations. Including: Bengali, Arabic, Dari and Pashto, Tigrinya and Amharic speaking newcomer women, LGBTQ+ asylum seekers, and women living in shelters for those fleeing abuse

Goals of Program: The HEAL Project seeks to deliver an interdisciplinary, team-based, expressive arts programs. The team will develop expressive arts interventions and best practices to address the trauma-informed health impacts of family violence and to improve participants' physical and mental wellbeing.

Objectives of Workshop

- to improve mental wellbeing through expressive arts practices
- to learn how to manage stress and anxiety using art-based and mindfulness coping strategies
- to understand difficult emotions that may be experienced as a refugee
- strengthening relationships and building community to mitigate social isolation
- to enhance sense of belonging and community
- to provide a space and platform for knowledge and wisdom exchange
- to learn more about systems navigation in Canada (e.g. medical care, housing, financial assistance, family support, Access Alliance programs, settlement etc.)

Responsibilities:

- Co-design an 8-week expressive arts program that combines both art practices and therapeutic skills to improve the wellbeing of newcomers;
- Facilitate program sessions with support from relevant staff members;
- Communicate with program staff for resources or needed materials to be arranged for each program session;
- Be prepared to set-up and wrap-up 1-hour prior and post program sessions to ensure space and materials are ready;
- Engage in debrief sessions to report on challenges, highlights and areas of growth to improve each session as the weeks progress;
- Teach and lead clients through an expressive arts modality that suits their culture and tradition; Document participant art pieces with additional notes as needed.

Art Therapist Requirements

- Registered art therapists and/or psychotherapist specializing in art-based practices;
- 1-2 years of experience with refugee and immigrant populations, specifically women;
- Experience working with a diverse range of participants;
- Experience in program development, implementation and facilitation;
- Use of trauma-informed and anti-oppressive practice;
- Excellent communication cross-culturally;
- Able to adapt to changing environments;
- Able to work on inter-professional team;
- Asset, fluent in Arabic, Bengali, Tigrinya, Amharic, Dari, or Pashto

How to Apply

Application Method: With “Art Therapist – HEAL Project” in the subject heading, please

send your resume and cover letter to ckong@accessalliance.ca. ONLY selected candidates will be contacted for an interview. No phone calls please.

We thank all applicants for their interest but only those selected for an interview will receive acknowledgement. Please note that a criminal background check (vulnerable sector) will be conducted for this position.

We encourage applications from individuals who reflect the broad diversity of communities we work with, including those from racialized and LGBTQ communities. We encourage candidates to include their relevant pre-Canadian experience in their application as applicable.

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. Applicants need to make their needs known in advance.

2.2 Considerations for Job Postings

Please adapt the sample job posting to suit the specific needs of your program. Including a clear program description helps set expectations and ensures that potential candidates understand their responsibilities from the start. It’s also a good idea to mention whether registration with a professional body is required, especially for liability purposes.

If your program follows certain frameworks—such as trauma-informed care or anti-oppressive practice—consider including these in the posting as well. This not only offers insight into your organization’s values but also helps attract facilitators whose approach aligns with your overall vision for program delivery.



3.0 Recruitment

Wondering where to start when looking for an arts-based facilitator? It can be tough to know who to contact or where to share your posting, especially with so many possible approaches. There are several effective ways to get your opportunity in front of the right people. Below, you'll find a few practical starting points to help you get started.

3.1 Posting on Job Boards

- *Canadian Art Therapy Association (CATA)*: The association has a large membership of professional art therapists, contacting the administrator to post on their job board can increase visibility of your posting <https://www.canadianarttherapy.org/contact-us>
- *Toronto Art Therapy Institute (TATI)*: Complete the Art Therapy Posting Submission Form: [TATI Newsletter Contribution Request \(google.com\)](#). The newsletter of TATI is sent on the 1st and 3rd Wednesday of each month. In order for a contribution to be included in an upcoming newsletter, please submit your request by 5pm on the Friday before the newsletter date. Please note newsletters are limited to those specific to art therapy (e.g. job postings, workshops, events), and they may not approve all requests.
- *CREATE (Centre for Expressive Arts Therapy Education)*: Send your posting to the administrators: admin@thecreateinstitute.org or thecreateclinic@gmail.com to be featured in an email blast to their alumni and student community.

3.2 Selecting an Art-Based Facilitator

- *Canadian Art Therapy Association (CATA)*: The individuals featured on this directory are Professional or Registered members of CATA and have graduated from an art therapy training program that meets CATA's [education standards](#). <https://www.canadianarttherapy.org/art-therapist-directory>
- *Ontario Art Therapy Association (OATA)*: The directory has therapists serving regions, so potential recruits can be filtered out based on location, speciality, languages and credentials. [Find an Art Therapist – OATA](#)
- *Ontario Expressive Arts Therapy Association (OEATA)*: The member directory has individual therapists across Ontario. Use the directory to find out more information about individual psychotherapists. You may also contact the site admin using the contact form in the contact section. <https://oeata.ca/directory/>

These agencies offer potential avenues of recruiting an art-based facilitator, but you may have your own communities of facilitators to draw from! Drawing on your own network and attending art-based events, gatherings and performances are all helpful ways of recruiting art-based facilitators and building connections with those in the art world.

4.0 Interviewing an Art-Based Facilitator

What should you ask when meeting an arts-based facilitator—do you start with paint, pastels, or glue? While materials matter, it's more useful to ask how they design creative experiences, adapt to group needs, and how their background shapes their approach. Their methods often reflect their training, experience, and therapeutic orientation.

When interviewing an art based facilitator or art based therapist, inquiring about the following key components. The interview guide is a preliminary sample that can be adapted for your needs.

- Experience with diverse range of client populations
- Experience with one-on-one sessions, group sessions, or both
- Knowledge on therapy and mental health
- Ability to communicate their expertise on the arts modality
- Effectiveness when working on an interprofessional team
- Able to communicate needs to meet role expectations



4.1 Sample Interview Guide

CANDIDATE NAME:

INTERVIEWER NAME:

DATE/TIME OF INTERVIEW:

Welcome

Thank you for making time to interview today, we are looking forward to getting to know you better through the next 45 min - 1 hour. Introduce yourself and fellow panelists. I will first provide context and description of the position, following we have questions prepared to ask you.

Context & Description

Introduction Questions

- Tell us about yourself? What are your preferred pronouns?
- What made you interested in this position? How does it align with your career or goals?

- How do you explain what art therapy is, and is not to your clients?
- How long have you been practicing as an Art Therapist? What training have you received to be practicing art therapy?

Experience

- What experiences do you have working with immigrants and refugees as it relates to expressive arts therapy?
- What is your experience working with newcomer populations? Or populations that are vulnerable or marginalized? Provide concrete examples of your interaction and role.
- What therapeutic approach do you use to improve the mental wellbeing of newcomers? (share the approaches you use, e.g. mindfulness breathing, somatic therapy, cognitive behavioral therapy)
- Can you describe an experience where you developed, implemented and led an expressive arts therapy workshop? (Share your strengths in art therapy and the art modality you specialize in e.g. visual arts, theatre, music, movement etc.)
- Can you recall a time when an art therapy session did not go as planned?

Ending Questions

- Anti-oppression is a critical value at Access Alliance, what does anti-oppression mean to you? Can you provide an example?
- What support systems, if any, do you need from us to do your best work, to feel safe, respected and supported in times of challenge?
- Is there anything else you would like us, or your clients, to know about you?
- Are there questions you would like to ask us?

Ending Remarks

Before we end the interview I would like to reiterate information. Please send two references, this does not mean we have provided you an offer. Professional and/or academic, an email or phone number. Thank you for your time, we will be in touch with our final decision.

Logistical Questions (e.g. onsite, off site, work hours, agency dress code etc.)

Start Date

Are you able to commit for the duration of the contract?

Are there other considerations/accommodations?

Signature of Interviewer:

Date:

Creating a tailored interview guide for arts-based facilitators helps ensure a consistent and thoughtful hiring process. Focus on questions that explore their experience with your program's primary population and their use of key art modalities. It's also important to ask about their alignment with your organization's values—such as anti-oppression or community care—as this can offer insight into how well they'll fit within your team. Use the sample guide as a starting point and adjust it to suit your program's specific needs.

5.0 Rates of Pay

Art therapy educational or registering body institutions do not have set standards of pay rates for art therapists or expressive art therapists. Practitioners may charge on a sliding scale depending on their registrations, qualifications, experience, and modality. Practitioners must ensure that clients are aware of their fee schedule before commencing services, and are required to provide an itemized account of services, upon request. More information <https://www.crpo.ca/standard-6-1-fees/>

5.1 Considerations

- Open or closed group session
- Virtual or in-person
- Participants per session
- Presence of co-facilitator (recommended that 6+ participants there is another mental health counsellor and/or social worker present)
- Art materials and resources
- Transportation
- Program design development
- Facilitation approaches and style
- Debriefing notes following the end of a session
- Report writing contributions as needed
- Provide specific deliverables
- Credentials and qualifications
- Year of experience as an art therapist

5.2 Registered Art Based Facilitator

There are three tiers of experienced art therapists that are described below. This guide recognizes these are generalizations and there will be practitioners that do not fall in these three categories, however it provides a summary of common applicants when seeking art therapists.

Note: "Fee for Contract" work, most practitioners will charge the highest rate on their pay scale due to the disruption it causes in their day (e.g. 3 hours contracted hours). If the employer makes the shifts longer, the practitioner may lower their rate of pay. Due to lack of benefits and pension plans included in their pay, practitioners may compensate by charging higher than an hourly rate.

Qualifying Art Therapists

Due to not being registered many qualifying art therapists will apply to position as a placement student and do not receive remuneration.

Newly Graduated Art Therapists

Range \$60 - \$95/hrs.

Art therapists that have graduated within 1-2 years of applying to the position are well armed with theory and are looking for opportunities to develop their practice and apply their knowledge.

Mid-Level Art Therapists

Range \$75 - \$100/hrs.

Some individuals may be experiencing a mid-career shift from social work, teaching, nursing or other related fields.

Experienced Senior Art Therapists

Range \$120 - \$150/hrs.

Practitioners in this stage are considered to have 20 - 30 years of lived experience and higher post-graduate education or qualifications (certificates, diplomas, licenses etc.). The rate of pay is treated similar to other mental health counsellors or social workers

- Practitioners with PhD \$200/hrs.

5.3 Breakdown of Pay

Responsibilities/Accountabilities

- Program development same rate per hourly
- Full-Time (FT) paid with benefits and pension, \$43 - \$44/hrs 37.5 hours per week
- Allow them to negotiate
- Offer them options
- Scale what we have, include the HST work it backwards
- It is reasonable to offer art-based facilitators at least \$75/hr

Recommended rates of pay are determined by many factors, including those listed above. Your organization may also have different scaling of pay practices due to the nature of your agency. Therefore, consider the art-based facilitator's pay based on the capacity and resources of your organization along with their training and experience.



6.0 Welcoming an Art-Based Facilitator

Welcoming an art-based facilitator creates a supportive environment for the individual and allows them to connect to other colleagues at the organization. This is beneficial to incorporating the art-based facilitator and building a relationship with them. Welcoming the facilitator leaves room for long-term growth and future opportunities to work with them again.

6.1 Considerations

- The art-based facilitator will be given a location tour, and will be shown all amenities that may be useful, especially during the sessions.
- These include sinks to find water supply for various activities, along with storage space to keep art supplies.
- They will be shown the area of the workstation room and where medical information of the participants is stored.
- Each art-based facilitator will also be introduced to an assigned mentor and co-facilitator who will aid them in conducting various sessions.
- They shall also be introduced to the source of referral into the program.
- They shall then undergo an introductory session to know more about the program, and also be provided a checklist on the standard operating procedures at the workplace.
- They will be oriented about limits of confidentiality and maintaining boundaries.

By providing a tour and orienting them to the organization, the art-based facilitator may feel more welcome and valued. This promotes a safer and more inclusive environment for all staff. More information contact: arts@accessalliance.ca

