

Pickering is a vibrant, connected, and engaged community that is experiencing both significant economic and residential growth. We continue to evolve as a preferred destination for creative learning, memorable events, and unique experiences, and are seeking passionate candidates that are committed to joining us on our journey.

Our dedicated, energetic staff are guided by our core values and corporate priorities which fuel an inclusive culture and encourages teamwork, customer service excellence, and personal and professional growth.

The City provides a competitive compensation and benefits package with a focus on workplace wellness. Explore our career opportunities and see how you can make a difference.

Museum Interpreter **Part-Time Term Position (\$25.81/hr)**

The incumbent is responsible for leading and presenting safe, enjoyable, interactive and educational heritage programs at the Pickering Museum Village. Heritage programs include, but are not limited to, Education and Public Tours, Outreach Programs, Guest Speaker Presentations, Registered Programs, and Birthday Parties. This position also assists and supports heritage program research and development, as required.

Successful applicants will possess the following:

- Post secondary diploma/degree in Education, History, Museum Studies, or equivalent preferable, or any combination of education, workplace training, and experience deemed to be acceptable by the Corporation.
- 1 year of related work experience dealing with programming delivery to the public, and particularly to children.
- Experience as a teacher, historical interpreter, or docent is an asset.
- Experience researching and developing program and/or lesson plans is an asset.
- Excellent communication (oral and written), interpersonal, and customer service skills.
- Sound knowledge of Canadian history, with ability and willingness to undertake independent research to broaden and expand understanding and knowledge.
- Strong organization skills and the ability to manage multiple tasks and prioritize.
- Ability to read, understand, and interpret to the public the historical material and programs provided by the Museum.
- Knowledge of and ability to perform and demonstrate 19th century trades and/or domestic skills would be an asset.
- Knowledge of objectives and curricula for education in Ontario is an asset.
- Knowledge of the Standards for Community Museums in Ontario is an asset.
- Must be available to work a minimum of 3 available weekdays during peak program seasons.
- Must be flexible and willing to work all year (including summer, evenings, weekends, and holidays) as program and rental demands require.
- Must be medically and physically fit to perform the duties of the position.
- Must be prepared to undergo a Vulnerable Sector Screening as a condition of employment.
- Must hold current Standard First Aid (within 2 years of certification) and Basic Rescuer CPR-C (within 1 year of certification) certificates.
- Must be willing to attend High Five training (one-time only).
- Must be willing to attend AED training annually.
- Must possess a valid Class G Ontario Drivers Licence and have a personal vehicle for use in the performance of duties. Must provide consent to conduct ongoing regular Driver's Abstracts through the Ministry of Transportation. A clean driving record is preferred.

Qualified candidates may submit a detailed resume or online application form by
Friday, January 25, 2019 to:

(Acting) Human Resources Associate
Human Resources Division
One The Esplanade
Pickering, ON L1V 6K7

By Email: hr@pickering.ca
By Fax: 905.420.4638
Online: pickering.ca/employment

We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* and will be used for the purpose of candidate selection. Please contact Human Resources if you require accommodations throughout the recruitment process. Documents are available alternate formats upon request.

An Equal Opportunity Employer