

Employment Opportunity

The City of Pickering is committed to creating an equitable, diverse and inclusive workplace and strives to foster a sense of belonging, empowerment and respect among all employees and community members. We recognize and value that diverse perspectives, skills, backgrounds, and lived experiences contribute to the growth and strength of our organization and community. As such, we welcome and encourage applications from Indigenous Peoples and equity-deserving communities including women, persons with disabilities, racialized persons, persons who identify as 2SLGBTQI+, and other diverse communities.

Museum Guide (May to September 2026 Term, \$21.78/hour)

The incumbent is responsible for providing programming, reception, and event support of the Pickering Museum Village to the public.

Applicants for a Museum Guide position must meet the following minimum requirements:

- Must be available to work the entire duration of the term.
- Possession of a valid Class G/G2 Ontario Driver's License is an asset. Applicants must provide consent for a Driver's Abstract. A clean driving record is preferred.
- Experience in working in a front-line customer service role is an asset.
- Experience in heritage program facilitation is an asset.
- Previous general cashier experience is an asset.
- Well-developed interpersonal, and communication skills (oral and written in English).
- Strong presentation skills in guided tours or providing information to the public.
- Knowledge of history, heritage, arts, culture, and tourism is an asset.
- Ability to deal courteously and professionally with staff, volunteers, and members of the public.
- Basic proficiency in the use of personal computers, Windows based software applications, and other software relevant to the position.
- Must hold current Standard First Aid, Basic Rescuer CPR-C and Auto External Defibrillator (AED) certifications.
- Must have reliable transportation as there is no public transit to the museum.
- Must be prepared to undergo a Vulnerable Sector Check as a condition of employment.
- The Museum Guide position is subject to government funding, which includes the following additional eligibility requirements:
 - Must be a Canadian citizen or a permanent resident, or have refugee status in Canada (non-Canadians holding temporary work visas or awaiting permanent resident status are not eligible);
 - Must be legally entitled to work in Canada (have a valid social insurance number);
 - Must be between the ages of 16 and 30 by May 1, 2026
 - Must be a high school, college, CEGEP or university student.

Note: Priority will be given to students who have not previously participated in the Young Canada Works in Heritage Ontario employment program.

Qualified candidates may complete an [online application form](#) by on or before **Sunday, January 4, 2026.**

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 is used for the purpose of candidate selection.

The City of Pickering is committed to inclusive and barrier-free employment practices, and to creating a workplace that reflects and supports the diversity of the community we serve. In accordance with the *AODA Act*, accommodations will be provided throughout the recruitment process where required. Documents can be made available in alternate formats upon request.

An Equal Opportunity Employer   