



Western Development Museum
Saskatoon

2610 Lorne Avenue
Saskatoon, SK S7J 0S6

P: 306-931-1910
W: wdm.ca

**Western Development Museum - Saskatoon
is accepting applications for the position of
Summer Heritage Interpreter**

General Description:

The candidate will work directly under the supervision of the Education/Public Programs Coordinator, Volunteer Coordinator and Education/Public Programming Assistant. This position works in interpreting the Museum's collection for the public and develop summer programming in the museum and for off-site community outreach. One of the most important aspects of this position is the planning, preparation, and facilitation of three weeks of the Museum's summer camps for children ages 7-10. The candidate must be available to work the weekend of our largest community event - Pion-Era held on July 13 & 14. The successful candidate will also gain valuable experience assisting in the successful operation of the Boomtown Photo Studio, while interacting with and assessing the needs of Museum visitors. This job presents an opportunity for the student to experience working with volunteers and staff, and coordinating and managing activities and tasks in a professional museum setting. **Only students continuing full-time post-secondary studies in the fall semester will be considered.**

Duties and Responsibilities:

- Become familiar with all aspects of museums, specifically the WDM Saskatoon.
- Update and present existing programs, activities and demonstrations.
- Plan and develop new programs, activities and demonstrations for all ages.
- Generate effective and creative ways to enhance public visitation.
- Assist with the Museum's annual summer event.
- Assist in the delivery of our children's summer camp.
- Assist and work in conjunction with the WDM Volunteer Coordinator.
- Become familiar with the Boomtown Photo Studio operations.
- Provide assistance in the Boomtown Photo Studio when needed.
- General office and other duties as assigned.

Qualifications/Skills:

- Interest in and knowledge of Saskatchewan heritage.
- Interest in developing new and innovative public/interpretive programs; previous knowledge and experience in public/interpretive program development are assets.
- Excellent written, oral and interpersonal skills.
- Some photographic experience would be an asset.
- Ability to work independently as well as in a team situation.
- Ability to work with volunteers and the public.

- Be responsible and possess a high level of integrity.
- Good computer skills.
- Ability to multi-task and meet deadlines.
- Interest in and ability to work with all ages.

Conditions:

- Approximately 15 weeks full-time term position: May 14 - August 30, 2019
- 8:30 am to 5:00 pm. Shifts include weekday, weekend and occasional evening work.
- Salary: \$12.85/hour.

Application Deadline: March 22, 2019

Apply to:
Heritage Interpreter Selection Committee
Western Development Museum - Saskatoon
2610 Lorne Avenue
SASKATOON, SK S7J 0S6

E-mail: Saskatoon@wdm.ca

Applications may be mailed, e-mailed or dropped off in person at the WDM Saskatoon.
Only applications selected for an interview will be contacted.

The WDM will conduct a screening process that is fair and equitable.