



COMPETITION

CAREER OPPORTUNITIES:

Ingenium - Canada's Museums of Science and Innovation is currently seeking a dynamic individual to fill the position of:

OFFICER, SCIENCE COMMUNICATIONS AND ENGAGEMENT

Reference Number: 2018/2019-CSTMC-121

Salary Range: \$54,177.42 - \$65,894.45 **Level:** 5 (int)

Employment Status: Term / Full-time for 1 year

Language Requirements: Bilingual

Security Requirement: Enhanced reliability

Position Number: 9864

Branch: Canada Science and Technology Museum

Who can apply? Ingenium - Canada's Museums of Science and Innovation employees and external candidates

Summary of Duties:

Reporting to the Science Advisor, the Science Communications and Engagement Officer will support and coordinate the development, implementation and evaluation of (1) educational events and programs related to science communication and (2) in-house and external training programs related to science communications and business innovation. In particular, the S/he will be responsible for the successful operation of Curiosity on Stage, a program that includes a monthly thought leadership panel and weekly science literacy presentation series. S/he will also help identify, establish and maintain current and new partners, stakeholders and affiliate group relationships to further the museum's and corporation's goals of promoting science literacy.

This position requires the willingness to work creatively and independently on multiple competing priorities, and the initiative to experiment with new means of engaging the Canadian public on pressing matters related to science and technology. Knowledge of, and fascination with, critical issues relating to the frontiers of science and technology, and their implications for society are strongly desired.

The standard weekly hours are: SWW 37.50 Hrs (5 days Average Mon. - Sun.)

Education and Experience:

As an ideal candidate, you hold a university or college degree in a relevant discipline, including but not limited to Business, Communications, Management, Public Administration OR an acceptable combination of education, training and experience. A Master's degree will be considered as an asset.

You also have experience in the following areas:

- two (2) years of experience in developing, planning, marketing, implementing and evaluating projects, events and/or programs;
- one (1) year of experience in developing and managing partnerships;
- one (1) year of experience in managing and coordinating multiple projects simultaneously;
- one (1) year of experience in developing communication materials across different media (written, spoken, visual, etc.).

RATED REQUIREMENTS

Knowledge:

- of (and fascination with) critical issues relating to the frontiers of science and technology, and their implications for society;
- of the mandate and the organization of Ingenium - Canada's Museums of Science and Innovation.

Abilities:

- strong communication and interpersonal skills to be able to effectively present, facilitate, train, and connect with program participants, partners, visitors and colleagues;
- ability to work independently with minimal supervision, and as part of a cross-functional team;
- ability to design and implement successful marketing plans
- ability to identify different audiences and adapt programming to their needs;
- capacity to engage and foster long-term relationships with partners and communities;
- ability to work under pressure.

Personal suitability:

Initiative

Creative

Curious about the future of science and technology, and its implications for society

Effective interpersonal and communication skills

Effective team player

Excellent judgement

Reliability

Flexibility and adaptability

Meticulous attention to details

Comfortable and confident with communication and presentation skills

Willingness to fail

The CSTMC is committed to the principles of employment equity.

Résumés received for this position will not be accepted after the indicated closing time (midnight) and date.

Please note that only candidates who are selected for the next stage of this selection process will be contacted. As a result of this competition, we may establish an eligibility list that may serve to staff similar positions.

If you are interested in this opportunity, please forward your cover letter and curriculum vitae indicating the reference number **2018/2019-CSTMC-121** in your email's Subject line, no later than the closing date to: **competition@ingeniumcanada.org**

Posting Date: November 16, 2018

Closing Date: November 29, 2018

Christine Laframboise
HR Manager, Staffing and Classification
Human Resources Branch
Ingenium - Canada's Museums of Science and Innovation
P.O. Box 9724, Station T
Ottawa, Ontario
K1G 5A3
Telephone: 613-991-5130



9864 - Officer, Science Communications and Engagement / Agent (e),
Communications scientifiques et de l'engagement