COMPETITION

CAREER OPPORTUNITIES:

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

ASSISTANT, EDUCATION, INTERPRETATION AND EXHIBITION (CAFM)

Reference Number: 2019/2020-INGENIUM-032

Salary Range: $54,990.09 - $66,882.87 Level: 5(int)

Employment Status: Term / Full-time for 10 months

Language Requirements: Bilingual (CCC/CCC)

Security Requirement: Enhanced reliability

Position Number: 9793(T)

Branch: Canada Agriculture and Food Museum

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

Summary of Duties:
Reporting to Officer, Education, Interpretation and Exhibition, the Education, Interpretation & Exhibition Assistant creates, reviews and updates educational content at the Canada Agriculture and Food Museum. This includes permanent and temporary exhibitions, travelling exhibitions, showcases and interpretive panels, educational programs (for schools and other groups), educational activity kits, edukits, educational material for the website, demonstrations for the general public, as well as distance learning and outreach programming. The assistant participates in the training of staff on new and existing programming and exhibitions.

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

Education and Experience:
As an ideal candidate, you hold a degree in the field of Education, Agriculture, Veterinary Science, Communications, History, Museum Studies, Science or other related field from a recognized university or college, or an acceptable combination of education, training and experience.

You also have experience in the following areas:
- two (2) years of museum related experience in the delivery of interpretive and/or educational programs;
- in the development of interpretive and/or educational programs for children and adults in a museum, community center or classroom setting;
- in developing exhibitions;
- in staff training and coordination;
- in agriculture is an asset.

**RATED REQUIREMENTS**

**Knowledge:**
- of scientific and technical information related to agriculture and food, agricultural history and science;
- of interpretive and interactive techniques for children and adults as well as different learning styles;
- of Canadian school systems and provincial school curricula;
- of the mandate of Ingenium as it relates to interpretation and education.

**Abilities:**
- strong, creative and precise writing skills to be able to effectively write and adapt text for various age levels and knowledge
- to communicate effectively orally and in writing with visitors and colleagues;
- to listen and react appropriately to visitors’ needs, working well with children, adults and colleagues alike;
- great organizational skills;
- to pay close attention to detail for proofreading and editing text, verification of facts, and ensuring accurate, production ready materials;
- to effectively train and coordinate staff;
- to use computers including various software (word processing, spreadsheets, electronic mail and the internet).

**Personal suitability:**
- Enthusiastic self-starter with initiative
- Efficient with meticulous attention to detail
- Works well independently as well as being an effective team player
- Creative and imaginative
- Reliable, responsible and committed;
- Flexible and open to new ideas
- Works well under pressure with conflicting demands

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 **2019/2020-INGENIUM-032** in your email’s Subject line, no later than the closing date to: competition@ingeniumcanada.org

**Posting Date:** May 2, 2019  
**Closing Date:** May 15, 2019

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9793(T) - Assistant, Education, Interpretation & Exhibition / Adjointe, Éducation, interprétation et exposition