



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 Western Development Museum is expanding its summer programming and photo studio operations. The successful candidate will play a significant role in this area and gain valuable experience in the research, development, presentation of programs and 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. The candidate will work directly under the supervision of the Education/Public Programs Coordinator, Volunteer Coordinator and Education/Public Programming Assistant. **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 daily operation of the Boomtown Photo Studio
- 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 17th – August 30th, 2017
- 8:30 am to 5:00 pm. Shifts include weekday, weekend and occasional evening work.
- Salary: \$12.85/hour.

Application Deadline: March 24th, 2017

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.