INTERNAL & EXTERNAL JOB POSTING

Historical Interpreter (Museum Educator)

Westfield Heritage Village Conservation Area

JOB DESCRIPTION:
The Historical Interpreter (Museum Educator – School Programs) engages student groups visiting Westfield Heritage Village Conservation Area in interactive educational programs at Westfield. Working within the site’s historical buildings and natural areas, the interpreter leads activities and experiences that encourage students to consider aspects of daily life in the 19th and early 20th centuries. The Historical Interpreter may be occasionally required to conduct guided tours or assist in other programs of the museum. This position will involve demonstrating domestic, agricultural and trade skills and crafts, leading tour groups, preparing program materials, and setting up and maintaining various teaching locations.

JOB QUALIFICATIONS:
Experience related to education, history, or museum work is required, and/or or a degree, diploma, accredited certification in these areas.

REQUIRED:
1. An aptitude for engaging students in educational experiences.
2. Experience and comfort speaking in group settings.
3. Knowledge of Canadian history.
4. Strong oral communication skills.
5. Initiative, enthusiasm, and reliability.
6. A commitment to providing inclusive and accessible opportunities to diverse audiences.

DUTIES:
1. Lead students and group leaders in daily educational programs.
2. Participate in initial and ongoing training.
3. Prepare and maintain program materials.
4. Work in all seasons within historical buildings and landscapes using historical clothing, fixtures, equipment, and techniques.
5. Demonstrate care for artifacts and historical buildings.
6. Conduct secondary research as required.
7. Comply with Conservation Authority personnel policy, safety, and emergency procedures.
8. Report all accidents and unsafe situations.
WORK LOCATION, HOURS OF WORK AND CONDITIONS:
This position will be based at Westfield Heritage Village reporting to the Westfield Program Coordinator. The position may be required to work in other conservation areas/projects for periods of time as directed by the Director of Conservation Area Services. This position is on an “as required” basis throughout the year and hours can range from 0-30 hours weekly.
The Historical Interpreter will normally perform their duties in reproduction historical clothing and approved footwear. The setting is an indoor and outdoor environment with a great deal of standing with exposure to seasonal temperatures, direct sunlight, insects, plants, wood smoke and open flames. Training, teaching materials and period clothing will be provided.

The successful candidate must meet the Province of Ontario’s definition of COVID-19 “fully vaccinated” or provide proof of a Human Rights Code exemption prior to commencement of their employment in accordance with HCA’s COVID-19 Vaccination Policy.

INCOME LEVEL:
This is a casual position with an hourly rate starting at $16.75 per hour and 4% vacation pay will be added to each pay as per ESA.

Interested applicants should send a resume and brief cover letter to westfield@conservationhamilton.ca Please include Historical Interpreter (Museum Educator) in the subject line.

Westfield Heritage Village (Westfield) is located on the traditional territories of the Haudenosaunee, the Anishinaabe and the Neutral peoples.

Westfield strives to embody the values of respect, collaboration and equity and seeks qualified candidates who share our commitment to diversity and inclusion. While all qualified candidates are invited to apply, we particularly welcome applications from women, persons with disabilities, First Nations, Inuit and Metis peoples, members of visible minorities, LGBTQ+ persons and all others who will contribute to the further diversification of ideas. Applicants requiring accommodation to participate in the hiring process should contact Westfield at 519-621-8851 to communicate your needs.

Westfield Heritage Village Conservation Area
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519-621-8851