



Job Opportunity: Summer Collections Technician (YCW)

Pending approval of funding, the Museum of Vancouver is seeking a **Summer Collections Technician** to assist with the cataloguing and digitization of new acquisitions.

This temporary full-time position is funded in part by the Young Canada Works employment initiative, a joint venture of the Department of Canadian Heritage and the Parks Canada Agency.

The mission of the Museum of Vancouver is to inspire a deeper understanding of Vancouver through stories, objects and shared experiences. An independent, non-profit organization, MOV first began collecting in 1894 and is now Canada's largest civic museum.

The Museum of Vancouver is located on the unceded territories of the x^wməθk^wəy^əm (Musqueam), səliiwətał (Tsleil-Waututh) and S^kw^xwú7mesh (Squamish) Nations, at the site of the ancestral Village of Señákw – neighbouring the current S^kw^xwú7mesh reserve of the same name.

Description of the position

The successful candidate will be primarily responsible for cataloging, numbering, digitizing and storing new acquisitions. The position will also include digitization of a number of items from the Asian Studies collection. The successful candidate will work closely with the Curator of Collections, Curatorial Associate, and Conservator, and participate in Collections Committee, Curatorial, and all-staff meetings.

Qualifications and Experience

The ideal candidate will have at least two years of post-secondary education in a related field (museum studies, library and archives, First Nations studies, archaeology, history). Previous experience in a museum or archives environment involving object handling and databases is an asset. The candidate must possess superior written and oral communication skills in English, be detail oriented, manually dexterous, possess an eye for the aesthetically pleasing, be comfortable in a fast-paced, multi-faceted organization, and have enthusiasm for both museums and collections.

Eligibility

- Be a Canadian citizen or a permanent resident, or have refugee status in Canada; Note: Non-Canadian students holding temporary work visas or awaiting permanent status are not eligible
- Be legally entitled to work in Canada
- Be between 16 and 30 years of age at the start of employment
- Be willing to commit to a work assignment lasting for 15 weeks
- Not have another full-time job (over 30 hours a week) while employed with YCW
- Have been a full-time student (as defined by your educational institution) in the semester preceding the YCW job
- Intend to return to full-time studies in the semester following the YCW job



Hours and Remuneration

Hourly Rate: \$16.75 per hour + 8% in lieu of benefits and statutory holidays

Hours of Work: 35 hours regular work week

Start Date: May 11, 2021

End Date: August 31, 2021

Note: Students with a disability are eligible for part-time work

How To Apply

Please apply in writing with a resume and cover letter to the attention of Wendy Nichols, Curator of Collections, at wnichols@museumofvancouver.ca

Deadline for application: April 18, 2021

The Museum of Vancouver strives for equity and diversity. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, and identification as an Indigenous person.

Regretfully, only those applicants selected for interviews will be contacted.