



1100 Chestnut Street

Vancouver British Columbia V6J 3J9

JOB OPPORTUNITY

Position: Summer Programs Assistant – Full Time
Period of Employment: May 30, 2022 to August 19, 2022
Department: Learning Services
Reports To: Director of Learning
Rate of Pay: \$15.65 per hour, plus 8% in lieu of vacation & statutory holiday pay
Posting Date: Monday April 4, 2021
Closing Date: Monday, April 18, 2021

Nature of Position

The H.R. MacMillan Space Centre is seeking a dynamic individual to work with our programming staff in delivering educational programs to the general public.

Major Duties and Responsibilities

Working with staff in our education department, this position involves preparing and leading activities for a variety of audiences including children, teens, families, adults.

Qualifications

- Completed at least one year of university or college
- Excellent organizational and communication skills with a passion for working with people
- Strong interpersonal and public speaking skills and a proven ability to communicate with children and adults in a fun and engaging manner
- Excellent team work ethic and the flexibility and initiative to jump in and assist where needed
- Energetic and enthusiastic self starter, with a willingness to learn and multitask
- Experience working with and managing groups of children
- Familiar with computers and basic office applications
- Comfortable when working with technology
- Fluent in English
- Interest in astronomy and space science an asset
- Valid BC Driver's License and access to a vehicle an asset

This is a grant-funded student employment position.

Applications are welcomed from students facing barriers to the labour market, such as Indigenous Peoples, people from visible minorities, and those with disabilities.

Candidates must be:

- registered as a full time student with the intent of returning to school in the fall
- between the age of 16 and 30
- a Canadian citizen or permanent resident
- legally entitled to work in Canada

Submit a resume and cover letter **no later than 5:00 pm Monday, April 18, 2021** by email to the Director of Human Resources: careers@spacecentre.ca
Only those selected for an interview will be contacted.