



‘Sins of the City’ Walking Tour Guide - Job Description

Vancouver Police Museum & Archives

Housed in one of Vancouver’s most intriguing heritage buildings, the Vancouver Police Museum & Archives (VPMA) provides a unique lens through which to explore Vancouver’s history.

The VPMA is an independent museum run by the Vancouver Police Historical Society, a registered non-profit charity. It’s vision is to foster a community that is dedicated to open dialogue on the topic of law enforcement and crime in Vancouver's past and present by:

- Providing a rounded perspective and an open and safe place to discuss topics of law enforcement and the science of criminal and death investigation
- Engaging visitors with intriguing contextual information that positions the choices and practices of local law enforcement within the wider scope of the city’s history and changing needs of Vancouver’s citizens

The Vancouver Police Historical Society (VPHS) was established in 1983 to celebrate the centennial anniversary of the Vancouver Police Department. The VPHS is a self-funded organization: funds raised through grant opportunities, private donors, public and educational programming, and membership support the operation of the museum.

Sins of the City Walking Tours

Available from July to September in 2022, our ‘Sins of the City’ walking tours take visitors on a historical journey through Vancouver's grittier past. This summer, we are offering two tours: ‘Vice, Dice, & Opium Pipes’ and ‘Soulfood & Strathcona.’

- ‘Vice, Dice, & Opium Pipes’ takes visitors on a journey through the vibrant Chinatown community, once the stomping grounds of gangs and corrupt city officials. Visitors discover tales of corruption, crime, and entrepreneurship with key players such as successful Chinese businessman Yip Sang and Joe Celona, also known as Vancouver’s Al Capone.
- ‘Soul Food and Strathcona’ explores the legacy of Strathcona’s Black and Italian communities. The tour includes tales of deadly encounters, beloved food joints, and prominent activists who sought to end discriminatory practices against immigrants and the poor.

Walking Tour Schedule

This year, the walking tours will run from July to September on Sunday afternoons at 12:30pm and 3:00pm More info can be found at <https://www.vancouverpolicemuseum.ca/sinsofthecitytours>.



Job Role

As a 'Sins of the City' Walking Tour Guide, you will bring our tours to life! Tours are scripted with accompanying images, but it's the tour guides that really draw in the audience, sharing their enthusiasm and passion for the tour topics. Tour Guides are responsible for direct interaction with museum visitors and tour participants, providing a lasting impression of our organization among community members.

The Walking Tour Guide reports to the Museum Director and works in close collaboration with the Public Programs Manager.

Primary Responsibilities:

- o Delivery of 'Sins of the City' walking tours (Vice, Dice, & Opium Pipes, Soul Food & Strathcona).
- o Providing a safe, enjoyable, and engaging experience for visitors.
- o Researching, updating, and editing tour content when necessary.
- o Creating and distributing feedback forms to tour participants following the tours.
- o Reviewing and evaluating new and existing programming and visitor feedback.
- o Participating in feedback sessions at the end of the tour season.

Secondary Responsibilities:

- o Delivery of educational tours and programs in the museum (if required).
- o Museum desk/gift shop administration.
- o Light cleaning and building maintenance.
- o Any other duties in line with the job description.

Qualifications & Skills

- Able to present programs in an engaging, confident, and enthusiastic manner.
- Able to communicate effectively with a variety of audiences, lead groups, and promote interest in Vancouver Police Museum & Archives.
- Able to research topics and prepare information in a way that is engaging to readers and audiences.
- Knowledge of, and interest in, the history and geography of Vancouver.
- Excellent organization, time management, and communication skills.
- Able to adapt to changing conditions or unexpected events in a calm manner.
- Awareness of safety and comfort issues.
- Ability to speak a second language is an asset – please indicate on resume.

Experience and Certifications/Licenses Required

- High School Diploma is required
- Previous experience working in a cultural venue, visitor center, museum, or as a tour guide.
- A Degree or Diploma in a museum related subject or tourism program is an asset but not necessary.
- Recent Criminal Record Check with Vulnerable Sector.
- Permitted to work legally in Canada.



Conditions of Employment

This is a temporary contract for a period of 8 weeks from August 5th to September 30th, however the tours may be extended depending on the success of the program. The successful candidate will work Sundays, 12-5pm. The hours will include prep time and planning time for tours. Training and script memorisation will be additional paid hours at the beginning of the work term. We expect the successful candidate to begin delivering tours on August 7th. The rate of pay for this position is \$18/hr.

How to Apply

Submit a cover letter and resume by email no later than 5:00pm on Wednesday, July 27th to Pamela Roberts, Executive Director of the Vancouver Police Museum & Archives:
director@vancouverpolicemuseum.ca

Only applicants selected for an interview will be contacted. Interviews will be held on 29th July.