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**Museum of Vancouver - Young Canada Works in Heritage Organizations Job Poster**

**Job title:** Summer Collections Technician

Funding dependent, the Museum of Vancouver is seeking a Summer Collections Technician to assist with the cataloguing and digitization of new acquisitions, and to aid the Conservator with data entry related to scientific analyses of objects in the collection.

The Museum of Vancouver invites applications for the temporary position of Summer Collections Technician. This 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 successful candidate will be primarily responsible for cataloging, numbering, digitizing and storing new acquisitions. The position will also include interpreting and transcribing conservation scientific reports to the database 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.

The ideal candidate will have at least two years of post-secondary education in a related field (museum studies, library and archives, archaeology, history). Previous experience in a museum or archives environment involving object handling, conservation science 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.

Eligible candidates must:

• 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.

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

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.

Hourly Rate: $18.25 per hour + 8% in lieu of benefits and statutory holidays

Hours of Work: 35 hours regular Monday to Friday work week

Deadline for application: April 16, 2023

Start Date: May 8, 2023

End Date: August 28, 2023

Please apply in writing with a resume and cover letter to the attention of Wendy Nichols, Curator of Collections, at wnichols@museumofvancouver.ca. Regretfully, only those applicants selected for interviews will be contacted.

The Museum of Vancouver is located on the unceded territories of the xʷməθkʷəy̓əm (Musqueam), səlilwətaɬ (Tsleil-Waututh) and Sḵwx̱wú7mesh (Squamish) Nations, at the site of the ancestral Village of Sen̓áḵw – neighbouring the current Sḵwx̱wú7mesh reserve of the same name.

The mission of the Museum of Vancouver is to inspire a deeper understanding of Vancouver through stories, objects and shared experiences. The Museum first began collecting in 1894 and is now Canada's largest civic museum. MOV is an independent, non-profit organization that seeks partners to support the evolution of the Museum’s visitor experience.