



EDUCATION CURATOR

The City of Port Alberni is a community of over 19,000 people. Located centrally on Vancouver Island, we are a well-serviced and growing municipality that offers residents affordable west coast living, as well as proximity to oceans, lakes, rivers and mountains.

The City of Port Alberni is currently looking for an **EDUCATION CURATOR** to join a progressive and dynamic organization that provides a full range of programs and services to taxpayers. This position reports to the Manager of Culture.

Responsibilities:

- Works closely with heritage and museum partners throughout and beyond local community, supervising collections, developing relationships, and assisting with events
- Researches, develops and implements (independently and in cooperation with other Museum staff) in-house temporary exhibitions and related programs
- Plans, develops and maintains the visible storage exhibits in collaboration with the Collections Curator
- Assists in researching, applying for and implementing grants
- Plans, designs and develops interpretive units for the visible storage system with consultation with the Collections Curator
- Prepares and delivers programs involving public and school groups, including researching program content, format and marketing, compiling information, materials, facilities and equipment
- Promotes interest and participation in exhibits and program activities, prepares promotional material for same and provides information and assistance to all Museum visitors.
- Directs docents, summer staff and other program workers in the development and delivery of programs

Qualifications & Experience:

- Completion of a Bachelor degree in Museology, History, Anthropology or related discipline, along with a minimum of two years of related Museum experience
- Formal training in educational methods, public interpretation and exhibitions development
- An equivalent combination of education and experience may be considered
- Possession of a valid BC Class 5 driver's license
- Successful completion of a Police Information Check

The rate of pay for this position is \$37.00 per hour and includes a full benefits package. In addition, this position works a flex-day schedule. Qualified candidates may apply by forwarding a resume and cover letter by 4:30 pm on November 10, 2023:

Attention: Human Resources
By mail: City of Port Alberni, 4850 Argyle Street, Port Alberni, BC V9Y 1V8
By email: humanresources_resumes@portalberni.ca

We wish to thank all applicants for their interest and advise that only those selected to be interviewed will be contacted.

