



The Diefenbaker Canada Centre is recruiting!

The Diefenbaker Canada Centre is recruiting for a temporary, full-time Heritage Interpreter for the period May 3 to August 21, 2021, with the possibility of extension.

The hourly rate of pay will be based on experience and qualifications and will not be less than \$15.75.

Candidates must be a current undergraduate university student who has completed ideally at least two years of study; preferred fields are education, political or international studies, history, or other humanities fields. The candidate must be returning to full-time studies in the fall. This position will proceed subject to funding from [Young Canada Works](#) and/or [Canada Summer Jobs](#), and applicants must meet the eligibility requirements for both of these programs.

The Heritage Interpreter (HI) will work at the Diefenbaker Canada Centre (DCC) under the guidance and mentorship of the Programs and Outreach Coordinator (POC) to enhance access to the DCC's educational and outreach programming. The HI will also participate in the development in community outreach initiatives for the DCC. This position will be a vital part of the student summer working to share knowledge of Canadian history and culture. Each of the projects below that the HI will participate in have been designed for remote work requirements but can be modified for in-person activity in the event the DCC is able to re-open during the work term.

- Convert the existing “One Canada” exhibit into an online format to be featured on the DCC website. If the DCC remains closed over the summer, the HI will also research and develop an associated online educational program in collaboration with the POC.
- Lead the planning and development of the DCC's Culture Days 2021 events held annually in September.
- Create social media content and provide support for the DCC's communications and marketing team to promote the various programs and outreach that the DCC provides during the summer.
- As time permits, research and develop a children's “Haunted House” event to be held annually in October at the LSS.

If the DCC re-opens and COVID-19 protocols allow, the HI will also do the following:

- Represent the DCC at in-person community outreach events and programming activities in Saskatoon and throughout Saskatchewan.
- Perform interpretative duties, including educational programming at the Little Stone Schoolhouse, historical walking tours of the USask campus, and leading Diefenbaker gallery guided tours for the permanent exhibit ‘The Diefenbaker Legacy’ and the travelling exhibit ‘Cipher|Decipher’.
- Plan and execute up to three LSS Open Houses.
- Occasionally staff the DCC's visitor desk to greet and interact with museum visitors and special guests.

The ideal candidate is passionate about Canadian history and will have some general familiarity with, or the willingness to learn, the following skill set:

- Be culturally aware and a desire to work with people of all ages and backgrounds
- Ability to conduct educational and public programming
- Excellent verbal and written communication skills
- Strong research skills and the ability to learn and retain historical information
- Flexible and able to adapt to change in a fast-paced setting
- Organizational skills and the ability to set and adhere to work priorities
- An understanding of Canadian and Indigenous history, governance, and politics
- Ability to set and meet deadlines while working on multiple projects and to take initiative
- Ability to work effectively both independently and as part of a team
- A commitment to exceptional customer service, including a tactful, responsive, pleasant, and effective manner in person, phone, and email communication
- Ability to problem solve effectively in an independent manner
- Basic computer skills, including familiarity with MS Office
- Class 5 driver's license is required.
- This position requires flexibility and will include evening and weekend shifts. Some in-province travel may be required.
- Experience working with video-conferencing programs (Zoom, Microsoft Teams) would be considered an asset.
- Experience delivering educational programming and/or working young audiences would be considered an asset.
- Previous experience planning and/or attending community outreach events would be considered an asset.
- The ability to communicate in French (written and oral) would be considered an asset.

How to apply

Applications will be considered beginning **April 12, 2021**, and will be accepted until the position is filled. Applying early is encouraged.

To apply, the following information **must be submitted in a single PDF file** to jsgs-hr@usask.ca (note that the subject line of the email must state the position title: *Heritage Interpreter*):

- Resume
- Cover letter stating how you meet the qualifications, why this position appeals to you, and what you feel you can bring to the Diefenbaker Canada Centre team
- Names and contact information (email address and phone number) of three references

About the DCC

The DCC's purpose is to help people make meaningful and personal connections to ideas of citizenship, leadership, and Canada's role in the international community. Programs and activities offered by the DCC aim to inspire participants to have optimism about Canada's political culture and history, to take advantage of our democratic heritage, and to challenge their own notions of Canadian leadership and citizenship in an ever-changing community.

For more information, visit <https://www.usask.ca/diefenbaker/>.