



The Diefenbaker Canada Centre is recruiting!

The Diefenbaker Canada Centre (DCC) is recruiting for a part-time Heritage Interpreter for the period November 8, 2021, to February 26, 2022. The successful candidate will work 20 hours per week.

The hourly rate of pay will be \$15.75.

Candidates will have ideally completed at least two years of undergraduate education; preferred fields are education, political or international studies, history, or other humanities fields. This position will be partially funded through [Canada Summer Jobs](#), and applicants must meet the eligibility requirements for this program.

The Heritage Interpreter (HI) will work at the 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 fall and winter programming and outreach at the DCC, providing an opportunity to share Canadian history and culture with students and visitors of all ages. Each of the projects the HI will participate in has been designed for remote work requirements but can be modified for in-person activity as outlined below in the event the DCC is able to remain open for the duration of the work term.

Specific project objectives:

- Plan, organize, and deliver in-person and virtual Saturday half-day camps for children that explore a variety of topics, including Victorian Christmas in December.
- Develop promotional social media content related to planned projects in order to increase awareness and participation.
- Develop and deliver a unique in-person four-day February Break youth camp that includes age-appropriate discussion topics and activities that are engaging for younger audiences. Research will include the study of key historic events from Canadian, Indigenous and international perspectives to develop an overall camp theme, interactive hands-on learning and activities.

If the DCC remains open and COVID-19 protocols allow, the HI will also:

- Represent the DCC at in-person community outreach events and programming activities in Saskatoon and throughout Saskatchewan.
- Perform interpretative duties, including educational programming, historical walking tours of the USask campus, and leading Diefenbaker gallery guided tours.
- Occasionally staff the DCC's visitor desk to greet and interact with museum visitors and special guests.
- Conduct research for upcoming in-house gallery exhibit and assist in the development of associated educational tours and programming.

- The DCC will ask the HI to identify professional skills they would like to develop. The HI will have the opportunity to apply and enhance their research and communication skills. They will be introduced to the logistics involved in project management; augment their interpersonal skills through interactions with a range of audiences; strengthen their knowledge and appreciation of local, Canadian, and Indigenous history; develop their organizational and time management skills; and, while demonstrating both independence and initiative, work collaboratively with a team.

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.
- This position requires in-person availability over the February break week, scheduled from February 22-25, 2022.
- 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 **October 29, 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; and
- 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/>.