



YCW SUMMER STUDENT OPPORTUNITY

Education and Programming Assistant

Opportunity

The Chinese Canadian Museum Society of British Columbia is a newly formed not-for-profit Society. Our Vision is a society inspired and transformed across generations. Our Mission is connecting to the Chinese Canadian story, addressing inclusion for all.

The Museum's Education and Programming Assistant plays a vital role in helping to develop new education resource guides and field trip programming for the museum's exhibitions. In addition to the administrative development of the programs, the Education and Programming Assistant will engage with visitors to the museum through the delivery of tours and public programs. This positions will be a unique opportunity for the right Student to learn multiple aspects of opening a brand-new museum and preparing related public and educational programs!

Accountabilities

- Research material relevant to exhibitions and proposed audiences
- Assist in writing and editing resources and materials for field trips and programs
- Assist in training of new volunteers and museum assistants on education and programming material
- Develop feedback surveys for program evaluation
- Provide interpretation in the museum galleries
- Answer visitor inquiries about exhibitions on view, the Chinese Canadian Museum, Chinatown, and Chinese Canadian history/experiences
- Help implement special events and programming activities as they arise
- Maintain friendly, professional, consistent communication with visitors, staff, and volunteer

Qualifications

- Relevant field of study in Chinese Canadian Studies, History, Education, Anthropology, Museum Studies, or other related field.
- Ability to express ideas and concepts effectively orally and in writing, including the ability to prepare and confidence in public speaking.
- Excellent English communication skills, both written and verbal
- Keen to learn about and share Chinese Canadian history and culture
- Able to work independently with a positive "can-do" attitude

Preference may be given to proponents with any of the following:

- Knowledge of one or more Chinese languages
- Knowledge of Chinese Canadian history an asset
- Archival research skills an asset
- Prior experience working in the history and/or museum field, in particular with education programming including delivering tours, workshops and public programming is beneficial.

Term

This position is a full-time temporary appointment for the summer. The term of the position is subject to funding from Young Canada Works.

Compensation

The hourly compensation for this position is \$22.00 / hour, plus %8 in lieu of benefits.

Application Process

Candidates must apply through the Young Canada Works website by creating a profile and submitting a CV. Start and end date is flexible within the summer. Applications will be accepted until the position is filled.

Please direct any questions to Sophie Yamauchi by emailing Secretariat@chinesecanadianmuseum.ca.

Before applying, please ensure that you meet the following Young Canada Works eligibility requirements.

- Is a Canadian citizen or a permanent resident, or have refugee status in Canada (non-Canadians holding temporary work visas or awaiting permanent status are not eligible);
- Is legally entitled to work in Canada;
- Will be between 16 and 30 years of age at the start of employment;
- Is willing to commit to the full duration of the work assignment;
- Will not have another full-time job (over 30 hours a week) during the Young Canada Works (YCW) work assignment;
- Has been a full-time high school, college, CEGEP or university student (as defined by their educational institution) in the semester preceding the YCW work assignment;
- Intends to return to full-time studies in the semester following the YCW work assignment;