

## **Heritage Interpreter Position at Randall House Museum**

The Wolfville Historical Society is looking for an enthusiastic and driven candidate to fulfill the role of Heritage Interpreter for Randall House Museum. The Society takes pride in creating a space in which individuals can engage with the history of its community through stories and its collection. The objective of the position is to ensure that visitors of all ages and backgrounds have an interesting, informative, and enjoyable experience at the museum through guided tours inside and outside of the museum. This year the successful candidate will not only be responsible for providing guided tours inside the museum but they will be involved in special walking tours that will include stories of the founding cultures. The successful candidate will also design and build a virtual tour of the museum for those with mobility barriers. Additional duties will include being involved with a special online exhibit in collaboration with members of the Kings Hants Heritage Connection and helping to create engaging content for various social media platforms that highlights the museum, its stories, and its collection. From time to time the successful candidate will assist with educational outreach programs in connection with the Town of Wolfville's Summer Camp Series. The candidate will also help plan and implement other special outreach programs, respond to historical/genealogical inquiries, and assist with collections management tasks (i.e. inventory, digitization, and exhibit design). The candidate may also, from time to time, conduct retail sales and perform housekeeping duties.

### **The Ideal Candidate:**

University level student who is pursuing further studies in History or a student that is pursuing a degree or certificate in museum or archival studies. Demonstrate an interest in or possess previous experience in museological practices including some experience in leading tours. Have the ability to read cursive writing; demonstrate a familiarity with the Microsoft platform, file management, MS Word, Publisher, Photoshop and knowledge of social media platforms. Demonstrate attention to detail, strong writing and oral communication skills, and an appreciation for quality control. Be able to take instruction and then work independently, be self-directed, be willing to follow proper care and handling procedures when dealing with artifacts and fragile archival material (which may occur on occasion). An interest in local history would be considered an asset. The candidate must also demonstrate flexibility and a willingness to take on small additional tasks as may be required by museum staff.

**Estimated start date: 01/06/2022**

**Work Period: 13 weeks**

**Wage: \$13.35/hr, 35 hrs per week**

All interested candidates should send a recent CV and cover letter explaining your suitability to the position and why you want to work at Randall House Museum. Please send applications to: [randallhouses@gmail.com](mailto:randallhouses@gmail.com). **The deadline for applications is May 6, 2022.** We gratefully acknowledge the assistance of the Student Summer Skills Incentive for partial funding of this position.

The WHS is an equal opportunity employer and as such persons with disabilities, visible minorities, and Aboriginal peoples, and of any gender are encouraged to apply.