



# PHILIP J. CURRIE DINOSAUR MUSEUM

## **Position: Tour Guide/Programs Assistant**

**Wage:** Determined by grants received.

**Length of position:** 16 weeks, from May 8 to Aug. 26, 2017

**Hours:** Full-time, 37.5 hours/week (7.5 hours/day)

**Application deadline:** April 10, 2017

**Job Description:** The Tour Guide/Programs Assistant would assist in delivering public programming both in our world class museum and to the Pipestone Creek Bonebed. This is the perfect position for a fun, enthusiastic person. Programming at Pipestone Creek Park include a 2-hour guided tour to the bonebed on weekends. Programming at the Philip J. Currie Dinosaur Museum will include guided gallery tours, short programs and summer programs for school aged children both during the week and on weekends. The intent of the public programming is to deliver information about the local paleontology of the area in a fun and entertaining manner.

**Qualifications:** The two successful candidates will be responsible team players who are comfortable working with children, seniors and the general public of all ages. Excellent communication skills and feeling comfortable guiding and speaking in front of large groups are a must. The ideal candidate will be/have:

1. Current university/college student in education, drama, palaeontology, geology, science, biology, archaeology or equivalent and is a returning student
2. Experience working with children, youth and the general public
3. Knowledgeable (or interested) in Alberta's geology, palaeontology, flora and fauna and Aboriginal and natural history
4. Fluent in written and spoken English, second language is an asset
5. Efficient in Microsoft Office and using the internet
6. A self-starter with the ability to work independently, or with a partner
7. Organized, attention to detail and able to pursue multiple tasks
8. Experienced with developing and delivering school, public programs and tours
9. Valid Standard First Aid Certificate
10. Valid Driver's License with access to a vehicle

## **Additional requirements**

1. Police Security and Child Welfare Check
2. Driving Abstract
3. Work weekends from June 24 to August 27, 2017
4. Physically able to stand for several hours and hike up to 5 kilometers
5. Able to lift moderately heavy objects

**To Apply:** Any eligible student is welcome to apply for this position. Email your cover letter and resume to Jewels Goff, Education/Outreach Programs Coordinator at [jgoff@dinomuseum.ca](mailto:jgoff@dinomuseum.ca)

Application deadline Monday, April 10, 2017. Please note only successful candidates will be contacted and scheduled for an interview. Skype interviews are possible.