



Bilingual Science Communicator (French/English)

Division: Learning & Engagement

Department: Learning & Engagement – Science Gallery & Planetarium

Position Type: Part-Time Permanent (beginning immediately)

Closing Date: 4:30pm on September 14, 2023, or until the position is filled

Organization Summary:

The Manitoba Museum is the province's award-winning heritage and science centre. It is unique in its combination of human and natural history themes and renowned for its vivid portrayal of Manitoba's rich and colourful history, Planetarium shows, and Science Gallery exhibits. The Museum features immersive dioramas, multi-dimensional interpretation, science and astronomy education, and quality school and community programs. The Museum has collected and protects over 2.8 million artifacts and specimens, including the Hudson's Bay Company Museum Collection.

Position Summary:

Reporting to the Manager of School and Public Programs, the Science Communicator delivers interpretive programs on themes related to the Science Gallery and Planetarium and assists in other public program events for the general public and organized groups. The incumbent must exercise initiative and independent judgment in working with the museum's various audiences while maintaining an energetic and lively approach. They must be able to work with minimal supervision and be available for weekend and evening work. **Tuesday through Friday full day, daytime availability essential for this position.**

The successful candidate will have demonstrated knowledge of the general sciences and scientific principles, skills in public speaking and theatrical program delivery, as well as experience working with the public and children. Knowledge of astronomy is an asset. **Fluency in both official languages is required for this position.** The detailed job description is below.

Salary/Rate:

The pay for this position begins at \$18.18 per hour.

Conditions of Employment:

- Child Abuse Registry Check
- Criminal Record Check with Vulnerable Sector Check

Applications will be accepted until 4:30pm on September 14, 2023, or until the position is filled. Interested applicants may forward a résumé and cover letter to:

Manager of Volunteer & Employee Relations
Manitoba Museum
190 Rupert Avenue Winnipeg, MB R3B 0N2
Email: hr@manitobamuseum.ca
Fax: (204) 942-3679

The Manitoba Museum is committed to inclusion and employment equity and welcomes diversity in the workplace. This document is available in other formats and accommodations will be provided throughout the selection process upon request. Contact Human Resources at 204-956-2830 if you have an accommodation request.

We thank all applicants for their interest; however, only those being considered for interviews will be contacted. We are not able to acknowledge receipt of applications submitted via Fax or mail.

BILINGUAL SCIENCE COMMUNICATOR (French / English)
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JOB DESCRIPTION

Pay Group 3

1. General

Reporting to the Manager of School and Public Programs, the Science Communicator delivers interpretive programs on themes related to the Science Gallery and Planetarium and assists in other public program events for the general public and organized groups. The incumbent must exercise initiative and independent judgment in working with the Museum's various audiences while maintaining an energetic and lively approach. They must be able to work with minimal supervision and be available for full day (daytime) shifts Tuesday through Friday as well as weekend and evening work. **Fluency in both official languages (French/English) is required for this position.**

A criminal record with a vulnerable sector check and child abuse registry check will be required of the successful candidate.

2. Key Accountabilities & Typical Duties

- a. Deliver interpretive programs for the institution's school and general public audience.
- b. Learn pertinent information on departmental programs, permanent galleries and temporary exhibits as required.
- c. Perform Planetarium shows in the theatre including setting up technical equipment and all controls during performance of programs.
- d. Assist in training and support of part-time staff and volunteers.
- e. Perform all ongoing functions related to program operation including: setting up furniture, equipment, specimens, artifacts and other materials; operating A/V equipment; storing program materials.
- f. Handle program materials according to institution safety procedures.
- g. Other duties as reasonably assigned.

MINIMUM REQUIRED QUALIFICATIONS:**1. Skills, Abilities and Knowledge**

- a. Demonstrated skills in public speaking and program delivery.
- b. Ability to communicate effectively including the talent to present programs and demonstrations efficiently and enthusiastically to a wide range of age and interest groups.
- c. Capability to sense the dramatic nature of a presentation and respond to it appropriately during a performance
- d. Strong interpersonal skills including the ability to interact effectively with staff, volunteers and the general public.
- e. Knowledge of Physical and/or Astronomy Science.
- f. Ability to perform basic research.
- g. Ability to work in an organized manner, both independently and in a team environment.
- h. Ability to work under pressure and to meet deadlines.
- i. Fluency in both official languages is required.

2. Education, Training and Experience

- a. Grade XII education, and
- b. At least one year of experience working with and presenting to the public, or
- c. Equivalent combination of education and experience.
- d. Fluency in both official languages (French / English) required.

This is a permanent part-time position beginning as soon as possible. **Fluency in both official languages (English/French) is required.** The incumbent will report to the Manager of School and Public Programs. The wage is \$18.18 per hour. **Tuesday through Friday full day, daytime, availability is essential to fill 3-5 full day shifts on weekday, weekend and occasional evening shifts.** Applications will be received until 4:30pm, September 14, 2023, or until the position is filled. Please submit your resume including cover letter and availability to:

Manager of Volunteer & Employee Relations
Manitoba Museum
190 Rupert Avenue Winnipeg, Manitoba R3B 0N2
hr@manitobamuseum.ca

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