



Viceregal Patron/ Patronne vice-royale:
Her Excellency the Right Honourable Julie Payette
Governor General of Canada

Son Excellence le très honorable Julie Payette
Gouverneure générale du Canada

Canada Summer Jobs: Education Program Assistant

2 Positions are available subject to funding

Canada's Sports Hall of Fame
169 Canada Olympic Rd. S.W.
Calgary, Alberta T3B 6B7

Salary: \$15.00/hr

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Job Description:

Under the direction of the Manager of Education and Programming, youth employees will assist in the delivery of education programs to schools, summer camps and senior groups, as needed. Youths will handle original artefacts as part of program delivery and in accordance with approved museum standards. Youths will also research the new Alberta curriculum and assist with the development of engaging and interactive education programs that will link directly to the Alberta curriculum with content based on three new exhibits to be installed in 2019. Youths will also assist with expanding the existing virtual program and aspects of the development and promotion of a new in-school Hall of Famer outreach program.

The specific project objectives will include researching the new Alberta curriculum (K-4) and information about Hall of Famers that relate to the new exhibits; writing program text (K-12) that aligns with the Alberta curriculum; identifying artefacts from the collections or exhibits for inclusion into programs either as part of the tour or for hands-on interaction; assisting in the development of new outreach programs; and, learning current interpretive, public speaking and museum teaching techniques to best capture and keep an audience's attention.

Youths will work on two projects: (1) developing new in-house programs to complement three new exhibits; and, (2) developing, expanding and promoting outreach programs.

For the first project, youths will help develop curriculum-based programs directly related to the new 2019 exhibits. Program development will include research, concept development, reviewing processes with our stakeholders, locating and accessing video/artefact content for inclusion into the programming, writing scripts, creating interactive scavenger hunts/games/crafts, assisting with the final production elements, and potentially delivering these new in-house programs to schools, summer camps and senior groups, as needed.

For the second project, youths will assist in expanding the "Sports and the Canadian Champions" virtual program, which highlights Olympic and Paralympic Hall of Famers, by researching and writing content and potentially delivering this new program virtually to schools across Canada. Youths will assist with the development of a new virtual program focused on the stories of CSHoF's Indigenous Hall of Famers. Youths will also assist in the development, and potential delivery, of a new in-school Hall of Famer outreach program to be delivered to large assemblies in schools in Calgary and the surrounding area.

Description of Tasks

Youths will:

- Learn current interpretive and museum teaching techniques while also expanding public speaking skills through the delivery of education and summer camp programs.

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Calgary AB T3B 6B7
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Sportshall.ca

Panthéon Des Sports Canadiens
169 chemin olympique canadien SO
Calgary AB, T3B 6B7
P: 403.776.1040 F: 403.776.1045 info@cshof.ca
pantheonsports.ca

- Shadow existing presenters and, once familiar with the programs, deliver majority of tours for the contract duration.
- Learn how to handle original artefacts in accordance with approved museum standards.
- Research the new K-4 Alberta curriculum and become familiar with the existing grades 5-12 Alberta curriculums.
- Learn how to access the collections database and research centre to utilize in-house research materials to use in program research and development.
- Produce engaging and interactive in-house, virtual and in-school education programs based on their research and the Alberta curriculum.
- Learn and expand marketing and design skills through assisting in the promotion of new outreach programs.
- Build professional network through liaising with museum education stakeholders, as required.
- Attend regular meetings with the education team to ensure that the content being researched and developed meets the guidelines for content development.
- Assist with the set-up and running of special events at Canada's Sports Hall of Fame.
- Assist Visitor Services, such as covering lunches, as required.

Preference will be given to youths with experience in:

Teaching/Education – This job provides youths with hands-on experience working with children. It also provides exposure to curriculum-based programming, relevant school boards, and processes relevant to all education programming.

Kinesiology – This job is in the field of sports so it provides another realm of experience for youths. As a sport-based facility we do try to maintain a certain level of physical activity and interactivity within our programming and some programs, such as Science of Sport, focus on this content specifically.

History or Museum Studies – As a recognized heritage facility, we provide direct experience in the field of history as we focus on sharing stories and artefacts from the past. Youths will also have the opportunity to learn about collections and archives best practices, specifically handling artefacts.

Media – The virtual programming aspect is relevant to media youths as the content implementation and creation is direct experience related to their degree.

Eligibility:

To be eligible, youths must meet the eligibility requirements of Canada Summer Jobs: <https://www.canada.ca/en/employment-social-development/services/funding/canada-summer-jobs.html>

Youth will be required to provide or obtain a valid vulnerable sector police check.

Job Equity:

Canada's Sports Hall of Fame is committed to the principle of equal opportunity. As an employer Canada's Sports Hall of Fame welcomes diversity in the workplace and encourages applications from all qualified candidates within the scope of each job opening. Applications are welcomed from women, persons with disabilities, visible minorities, and Aboriginal people.

Application Deadline: April 8, 2019

Interviews will be conducted by the Manager of Education and Programming between April 22-May 3, 2019. A maximum of 5 candidates will be interviewed.

Anticipated start date is May 13, 2019 and end date August 30, 2019. Dates and positions are subject to funding.

Please submit your resume (max. 3 pages) and cover letter in one document, along with a writing sample (no more than 1 page) of your choice, to:

Katelyn Roughley
 Manager of Education and Programming
 E-mail: kroughley@cshof.ca