

Historic Sites and Museums, Victoria Settlement Provincial Historic Site

Job Title: Historical Interpreter (2 positions available)
Location: Victoria Settlement Provincial Historic Site, Smoky Lake, Alberta
Type: Seasonal wage (April 30 – September 2, 2019)
Competition closes: March 24, 2019

About Us

Victoria Settlement Provincial Historic Site is located 10 km south of Smoky Lake, on Secondary Highway 855 and 6 km east along the historic Victoria Trail. The site depicts the history of the area from the 1862 arrival of the missionaries, through the arrival of the Hudson’s Bay Company fur trading post and pioneer settlement, to the demise of the town of Pagan in 1922.

Role

As an historical interpreter you will provide tours of the historic site, lead school programs and offer guided interpretive experiences. You will participate in the planning, development and presentation of educational programs, special events, off-site public interpretive programs and craft and skill demonstrations and activities. Other duties include the collection of admission fees and visitor statistics, event promotion, day-to-day administration, concession and gift shop sales, and maintaining the general good order of visitor facilities. This position requires weekend work, and on occasion working and traveling alone or scheduled off-site work. You will walk and stand for extended periods, and lift and carry moderate loads. It is a historically costumed position with costumes provided.

A successful candidate for this position will be able to speak confidently to large and small groups of people in a public setting and be able to assimilate large amounts of information quickly. You must have the ability to work effectively with a range of audiences, from young children to seniors, and actively contribute to a workplace team. The position requires a basic understanding of the history of Alberta, an interest in historical interpretation, as well as planning and organizational skills. Training is provided between April 30 and May 14, 2019.

Qualifications

Post-secondary education in the following fields is desirable: Historical Interpretation, Education, Canadian History, Aboriginal Studies, Archeology, Ecology, Drama, Marketing and/or Recreation.

Customer service training; fluency in French or Cree; knowledge of Alberta’s Métis history; heritage skills and crafts would be considered assets.

Current Standard First Aid and CPR C training and a Class 5 driver’s license are required. Proof of first aid training and acceptable driver’s abstract must be provided before hiring. Hiring is dependent on a satisfactory security screening.

Salary

Wage rate: Interpreter \$19.91/hr.

The closest town for rental accommodations is Smoky Lake. On-site shared accommodations are available but are very limited and somewhat isolated. Some conditions apply. Personal transportation is required. This position runs from April 30 – September 2, 2019.

How to Apply

To apply, please submit a resume and a cover letter to Suzanna.Wagner@gov.ab.ca by March 24, 2019. Indicate that you are applying for an Historical Interpreter position at Victoria Settlement Provincial Historic Site.

Closing Statement

Thank you to all applicants for their interest. All applications will be reviewed to determine which candidates' education and experience best meets the needs of the position. Only individuals selected for interviews will be contacted.