

HERITAGE SITES CURATOR

Term: October 2020 to April 2021

Job Type: Full time—Maternity leave position (35 hours weekly)

Department: Musée Héritage Museum, St. Albert, AB

Workdays: Monday to Friday: 9 am–5 pm, some weekend and evening work

Reports to: Museum Director

The River Lot Heritage Site in St. Albert, AB includes a section of river lots 23 and 24, which both have long ties to St. Albert's Métis and French Canadian communities and to the Hudson's Bay Company and includes three historic houses, a granary, and a variety of outbuildings.

The Heritage Sites Curator is responsible for the research and development of community programming for the Francophone river lot and the recently restored maison Chevigny and Brosseau granary, planning of an accessible community garden and the building of relevant partnerships at the river lot heritage site in St. Albert

The Heritage Sites Curator will develop and steward partnerships with community members and organizations whose vision and goals align with our own. They will also identify and apply for grants to support the operation of our heritage sites, as well as various projects, including the development of the Arts and Heritage Community and Demonstration Gardens on the river lots.

Further details about the Musée Héritage Museum can be found at museeheritage.ca

Seasonal Interpreters work as part of a team providing informative, engaging tours of the heritage buildings and historic sites and supporting programs, special events and activities on site.

Responsibilities of this position include:

- Collating existing research and identifying gaps in our current research for maison Chevigny and Brosseau granary buildings, and developing an interpretive plan in English and French.
- Research and development of community programming for the Francophone river lot and the recently restored maison Chevigny and Brosseau granary buildings
- Working with historic buildings – furnishing, caring for collections on display in the buildings
- Coordination and planning of the community garden space, including the accessible garden spaces
- Working with Program Manager to support educational programming with research and resources
- Building relationships with community partners
- Creating opportunities for the community to interact and engage with the heritage sites
- Maintaining and reporting statistical information from the heritage sites
- Grant writing for the heritage site projects
- Coordinating with the Facilities Manager to ensure buildings are maintained and safe for staff and visitors

Qualifications:

- University degree in history, and/or museum studies, or a combination of equivalent education and experience
- Knowledge of St. Albert and Alberta history
- Knowledge of heritage interpretation
- French language reading and writing translation
- Grant writing experience
- Proficiency with Microsoft Office and Dropbox
- Ability to work independently and with a team
- Excellent interpersonal, written communication, research and organizational skills
- First Aid and CPR certification

HERITAGE SITES CURATOR

Based on CMOH directives the Arts and Heritage Foundation has implemented protocols to reduce the spread of Covid-19 and for the health and safety of all our staff and visitors. A safety specialist and museum staff will provide training to inform you of the protocols and policies currently in effect within our organization.

Closing date/time: 5pm Saturday, October 4, 2020

How to apply: Email cover letter and CV, or resume, to:
Shari Strachan, Director, Musée Héritage Museum
sharis@artsandheritage.ca

or send to:

5 St. Anne Street, St. Albert, AB T8N 3Z9

For more information about the Arts and Heritage Foundation of St. Albert, visit artsandheritage.ca.