



On-Call Program Leader (Paid Position)

Are you passionate about local history, and sharing knowledge with young people in an engaging and contemporary way? The White Rock Museum and Archives (WRMA) is launching two new school programs (Grades 3-6, and Grades 10-11) and is looking for enthusiastic and caring Program Leaders to deliver these programs to school children. Join our team!

The Role:

As WRMA Program Leader, you will be responsible for leading children through the program in the Museum gallery. You will also be responsible for managing the group with the support of the teacher, and several parent chaperones. We will be offering the following programs (2 hours in duration):

- **[Re-Thinking the Railroad \(Grades 3-6\)](#)** This program provides students with the opportunity to learn about how the history of the railroad in White Rock has shaped our contemporary landscape. Students will explore artifacts, maps, and newspaper relating to the railroad and engage in dialogue about the significance of the railroad and various perspectives to approaching it.
- **[Monumental Monuments \(Grades 9-11\)](#)** This program offers the opportunity for students to examine two White Rock heritage sites (train station and the pier) using the permanent gallery, newspaper articles, and photographs. Students will engage in dialogue about the diverse range of perspectives on understanding these enduring places and what roles these sites have in the community today.

As a WRMA Program Leader your responsibilities are:

- Setting up the gallery and clean-up of the gallery space. This includes setting up folding tables and chairs, and the coat rack.
- Preparing and maintaining knowledge of program content.
- Delivering program content, with multiple delivery methods, including large group and small group facilitation.
- Maintaining knowledge of classroom management with the ability to facilitate groups of multiple learners, ages, and abilities.

As a WRMA Program Leader you have:

- An interest in local history.
- The ability to use - or willingness to learn – PowerPoint, Prezi, and Apple TV.
- Strong organizational and time management skills.
- Outstanding interpersonal skills.
- The availability to attend occasional training/orientation sessions.

Your education and experience is:

- Teaching experience, particularly in leading groups of children.
- First Aid is an asset

The Details:

These paid positions are as defined as Auxiliary staff. This type of employment is non-permanent, and on call. There may be a predetermined schedule but on other occasions, the work may be on-call depending upon students and teacher's schedules.

- On-call/Flexible
- Programs will take place Monday-Friday during school hours, September-June. Schedule will be based on classroom sign-up.
- Each shift is 3.5 hours total – 1.5 hour program, 1 hour setup and clean up, 1 hour independent preparation (on your time) to be familiar with program content. (The more familiar you are with program content, the more quickly this will go in future.)
- Pay rate: \$100 per program.

Interested candidates are invited to submit a resume and cover letter to director@whiterockmuseum.ca by **Friday October 4**. The White Rock Museum and Archives thanks all candidates for their interest, however, only those selected for an interview will be contacted.