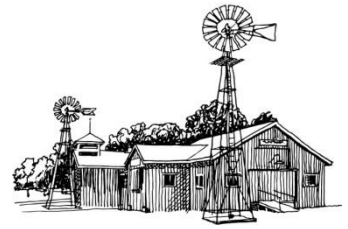


**THE CORPORATION OF
THE TOWN OF INGERSOLL**

Invites applications for the position of



INGERSOLL CHEESE & AGRICULTURAL MUSEUM
Hands-On History Coordinator (Summer Student Contract)

The Opportunity

Joining the team at the Ingersoll Cheese and Agricultural Museum, the Hands-On History Coordinator will be responsible for developing activities and programs for school and special interest groups, the general public and tourists over the course of the summer. The incumbent will also plan and coordinate four weeks of summer day camp and assist the Museum Curator with the planning and running of special events.

Specifically, the Hands-On History Coordinator will:

- Lead summer camp development, implementation, and coordination activities including planning camp programming, registering campers, sourcing and developing a database of summer student volunteers, purchasing necessary supplies, etc.
- Plan and actively participate in all special events occurring at the Cheese Museum throughout the summer.
- Engage with all visitors to the museum through live demonstrations (i.e., cheese making, weaving, butter making, blacksmithing, etc.) and through the planning and implementation of activities for special events and programs.
- Act as a representative of the museum; knowledgeably and enthusiastically responding to general inquiries and preparing and presenting informational talks concerning the museum to be delivered at various local festivals.

Qualifications

Our ideal candidate is passionate about history and sharing that passion with others! If you are highly organized, outgoing and creative and are currently enrolled in post-secondary studies, then this may be your dream summer job!

To be considered for this exciting opportunity, applicants must:

- Have completed at least one year of relevant post-secondary studies and be registered to return in the fall of 2020;
- Obtain a clear vulnerable sector screen (upon receipt of an offer of employment);
- Possess previous experience planning, running and promoting various events and activities;
- Have a demonstrated passion for history and the ability to share that passion through teaching activities geared towards all age groups; and
- Possess or be willing to obtain First-Aid/CPR certification.

This is an 11-week contract to commence on June 15th, 2020. Wage Rate: \$14.00/hour – 35 hours per week.

To explore this exciting opportunity further, qualified candidates are invited to submit their application, in confidence, to the attention of the HR Coordinator, Monique Donmoyer, by May 22nd at 4:30 pm by e-mailing Monique.Donmoyer@ingersoll.ca

HR Coordinator
Town of Ingersoll
130 Oxford Street, 2nd Floor
Ingersoll, Ontario N5C 2V5

The Town of Ingersoll is an equal opportunity employer and will make accommodations available to applicants with disabilities upon request and throughout the entire recruitment process.

While we appreciate all applications received, only those invited for an interview will be acknowledged. Personal information submitted is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act* and will be used to determine suitability to the role advertised.