The Long Point Region Conservation Authority is currently recruiting for a:

HERITAGE PROGRAMMER

Posting Date: August 18, 2022   Closing Date: Until filled
Job Status: Contract   Department: Backus Heritage and Education
Rate of Pay: $26.67   Hours of Work: 35 Hours/Week
Posting No.: 038-22

Position Summary:
The Heritage Programmer develops and delivers high quality historical education programs and events at the Backhouse Historic Site within the Backus Heritage Conservation Area. This position reports to the Curator of Backhouse Historic Site.

Qualifications:
- University or College graduate of education, museum studies, or history program (or a related discipline)
- Minimum 2-year experience in museum education program development and delivery to a variety of audiences
- Demonstrated experience delivering curriculum-based education programming and outcome evaluations
- Prior experience in a living history setting an asset
- Thorough knowledge of Ontario social history with an emphasis on the 19th Century
- Able to manage multiple priorities in a fast-paced environment
- Highly organized, detail-oriented, independent worker
- Strong critical thinking and problem-solving skills
- Able to work in a team environment and work effectively with volunteers
- Excellent oral communication, writing and research skills
- Physical requirements of the position include: the ability to lift and carry 20-30lbs; ability to walk and navigate gravel paths, uneven surfaces, and flights of stairs; ability to work in an environment that may contain air pollutants (pollens, dust, wood smoke), ability to tolerate exposure to nuisance wildlife and pest debris, ability to work inside and outside in all weather
- Police criminal records check with Vulnerable Sector screening required prior to hiring of this position
- Valid Class G Ontario driver’s license required

Responsibilities:

1. Education Program:
   - Deliver (in historic costume), update and evaluate curriculum-based historical education programs for Backhouse Historic Site
   - In partnership with the Outdoor Educator, book all Historical Education programs and maintain communications with teachers and school administrators
   - Provide excellent customer and client services
   - Maintain all relevant statistics and prepare reports as needed
- Maintain, organize, and repair education supplies and teaching facilities
- Perform sanitary maintenance duties including cleaning of program areas, equipment, and public washroom facilities
- Ensure the safety of visitors, staff, and volunteers and protect the site’s resources

2. **Volunteer Management:**
   - Assist Curator with recruitment, training, evaluation, and recognition of volunteers
   - Assist Curator with scheduling of volunteers
   - Assist Curator with coordination and communication with volunteers

3. **Events Program (seasonally):**
   - Assist the Curator in planning, organizing and the implementation of special events for Backhouse Historic Site
   - Assist in the evaluation of special events and recommend improvements

**Location/Working Conditions:**
- Backus Heritage Conservation Area, Port Rowan, ON
- Monday-Friday 8:30am to 4:00pm
- Weekends, evenings and extra hours for special events may be required
- Indoor and outdoor work environments
- Please Note – Public transportation is unavailable. Applicants must possess a valid driver’s license and their own vehicle

**Term of Employment:**
- Starting Date: September 12, 2022
- Ending Date: December 2, 2022

**Benefits:**
- Free access to LPRCA Conservation Areas

**Application Deadline:** Until the position is filled.

**To apply:** Please send your cover letter and resume in a single PDF or MS Word document addressed to: Dana McLachlan, Long Point Region Conservation Authority, email hr@lprca.on.ca (Subject: 038-22 Heritage Programmer).

We thank all applicants for their interest; however, only those being considered for an interview will be contacted. Personal information collected will be used solely for applicant selection in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Long Point Region Conservation Authority is an equal opportunity employer. Accommodation will be provided in accordance with the Accessibility of Ontarians with Disabilities Act (AODA) upon advance notice of specific accommodation requirements.