

We're Recruiting For...

Supervisor – Story of Confederation Exhibit

Confederation Centre of the Arts is the result of a dream shared by all Canadians - to create a place where our country's history and multicultural character is celebrated, and where the talents of its people are nurtured and showcased. As an employer, Confederation Centre of the Arts brings together people of diverse skill sets and qualifications in equally diverse operations.

The *Story of Confederation* offers visitors the opportunity to experience Province House Historic Site and the 1864 Charlottetown Conference while Province House is closed for conservation work. Set in a replica of the original Confederation Chamber, the program's focus is on promoting and sharing Canadian and Island history through informative and entertaining engagements with the public. The program includes a historic film, guided tour, and appearances from the Confederation Players.

Guides are an integral part of the *Story of Confederation* program, reporting to the Director of Guest Services. They are responsible for welcoming visitors and providing first-person interpretation of the artifacts and themes of Confederation Chamber, and general Canadian and Island history. Guides accommodate tours and large groups, provide headsets for experiencing the historic film, and answer general visitor queries from tourists.

Candidates interested in applying for a supervisor should have:

- completed a high school diploma or equivalent education;
- an interest in Canadian and Island history and culture; and
- be comfortable guiding (leading) large groups.
- Must be bilingual with past experience working in history, arts and/or culture venues
- Available full time June –September part time fall/winter

In addition to the experience requirements listed above, the knowledge, skills, abilities, and other characteristics that are required in this role include:

- Excellent verbal communication, customer-service, and interpersonal skills;
- Strong organization and time-management skills; Strong attention to detail; ability to schedule weekly
- Strong leadership and problem-solving abilities; and
- Ability to adjust actions and plans in relation to external and influencing factors.

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Off Season Nov – May	Saturday + Cruise Ship Days	10:00h – 15:00h
Shoulder Season June & Sept./Oct.	Monday – Saturday + Cruise Ship Days	10:00h – 15:00h
Peak Season July & August	Monday – Saturday Sunday	09:00h – 17:00h 12:00h – 17:00h

Candidates interested in pursuing this exciting opportunity with an organization that inspires Canadians through heritage and the arts, and celebrates the origins and evolution of Canada as a nation should submit their résumé and covering letter to the attention of Joy Gallant, Manager of Guest Services by email to jgallant@confederationcentre.com or in hard copy during regular business hours at the Security Desk of the Administration Offices located at 145 Richmond Street in Charlottetown.

Closing Date: Friday May 10th, 2019

We appreciate the interest of all applicants for this position. However, only candidates selected for an interview will be contacted.

Confederation Centre of the Arts is committed to providing equal opportunities in employment. We welcome and encourage applications from people with disabilities and upon request will accommodate candidates taking part in all aspects of the recruitment and selection process.