

## We're Recruiting For...

# Guides (Confederation Chamber)

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 Arts Education and Heritage. 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 position as a Guide 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.
- Bilingualism and experience working in history, arts and/or culture are all considered as assets for this position.

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;
- Strong leadership and problem-solving abilities; and
- Ability to adjust actions and plans in relation to external and influencing factors.

Guides are employed on a seasonal, part-time or casual basis. The Confederation Chamber hours (subject to change) are as follows:

Off Season Nov – May	Saturday + Cruise Ship Days	10:00h – 15:00h
Shoulder Months June and October	Monday – Saturday	10:00h – 17:00h
Peak Season July-September	Monday – Saturday Sunday	10:00h – 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 cover letter to the attention of John Mooy, Director of Human Resources, by email to [careers@confederationcentre.com](mailto:careers@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.

Confederation Centre of the Arts is committed to promoting a diverse workplace culture. We encourage applications from the BIPOC community, persons with disabilities, and other under-represented groups. Where requested, we will provide accommodations to candidates for all aspects of the recruitment and selection process

**Closing Date: Friday, March 31, 2023**

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