

Experience. Connect. Learn. Engage.

Job Opportunity: School Program Facilitator

In this role you will deliver interactive programs to school groups and various community groups in a museum setting using artifacts, role-play, and storytelling. You will also assist with research, program development.

Position Title	School Program Facilitator
Reports To	Education Manager
Days/Hours of Work	Part-Time/Contract (January 2019 – June 2019)

Responsibilities

- Facilitate high quality, engaging programs for students from kindergarten – grade 7.
- Responsible for classroom organization, program setup, and clean-up.
- Work alongside other departments to ensure a successful experience for all visitors to Fort Calgary
- Maintain knowledge of local, provincial, and national history.
- Maintain knowledge of classroom management with the ability to facilitate groups of multiple learners, ages, and abilities.

Skills & Experience

- Teaching experience, particularly in leading large groups of children in an interpretive environment.
- Knowledge and interest in local and Canadian history.
- Bilingualism with the ability to teach and create program in French is a strong asset.
- Strong organizational and time management skills
- Outstanding interpersonal skills, ability to work in a team environment, and ability to problem-solve and adapt in a changing work environment.

- Exceptional communication skills in order to communicate effectively with staff, students, teachers, and parents.

Education

Possess or be working towards a bachelor's degree in education/history/museum studies/communications/fine arts or other related fields or equivalent experience

Fort Calgary Core Competencies

Vision/Thinking Corporately

Inspires a vision of success, communicating the vision and aligning strategic, operational and personal work plan and goals to achieve vision.

Communication

Listens to others and communicates in a compelling and articulate manner, ensuring the message is clear, understood and consistent with Fort Calgary's objectives.

Teamwork

Through information sharing, works within and across organizational units to achieve common goals and positive results

Ethics

Creates an environment that nurtures the principles and values of Fort Calgary.

Customer Service

Demonstrated excellence (quality, timeliness, completeness, knowledge/competence, courtesy, fairness, outcomes, etc.) to INTERNAL and/or EXTERNAL customers by focusing efforts of discovering and meeting their needs.

Leadership

Recognizes and demonstrates competencies in creating visions, goals, thinking corporately, teamwork and ethics.

Technical and Professional

Demonstrates appropriate mastery of current business and technical skills related to the position.

Benefits

Fort Calgary offers superior extended health and dentals benefits (minimum number of hours apply), competitive salary, free parking and an outstanding work environment.

Apply

Please submit a detailed resume and cover letter to:

Human Resources Administrator

Email: hr@fortcalgary.com

Applications will be accepted until **January 27, 2019**

Thank you for your interest, however only successful candidates will be contacted for interviews. NO PHONE CALLS, PLEASE.