

Position Description

Title:	Assistant Curator , Canada Job Grants
Reporting to:	Curator
Overview:	Sharing the rich history and amazing culture of Squamish and Lil’wat communities is the anchor of this role. This 32-hours per week, 10-week term will support the Curator with the preservation, research, administration and interpretation of the exhibition program and the permanent collection.
About SLCC:	<p>The Squamish Lil’wat Cultural Centre (SLCC), where mountains, rivers and people meet, embodies the spirit of partnership between two unique Nations who wish to preserve, grow and share our traditional cultures.</p> <p>The vision of the SLCC is to share our cultural knowledge to inspire understanding and respect amongst all people.</p>

What we are counting on you for (deliverables and expectations):

Operations

- Supports the organization of all the aspects of the SLCC’s exhibition programs.
- Assist in research of exhibitions.
- Ensure the overall safety and conservation of the permanent collection.
- Support the record keeping of the permanent collection art including all areas of collection and records management.
- Support the education to residents and visitors through public tours, publications and planned training seminars.
- Other projects and tasks as assigned by Curator.

Every Member of the SLCC Team

- One the best things about the SLCC is our small, close-knit team. While the above expectations are the majority of this role, it is expected that all team members will come together to help each other out, outside the boundaries of their job description.
- Lives the SLCC values of Passion, Empowerment, Collaboration and Equality

- Passion: Has a voice in sharing the pride of cultures; creates a sense of connection and belonging; and brings a sense of humour.
- Empowerment: Takes ownership and follows up; trusts self and each other; and openly ready to learn and grow through successes and mistakes.
- Collaboration: Works closely with team towards a common goal; acknowledges differences and draws on each other's strengths; and shares own perspective while also being curious about other's perspectives.
- Equality: We treat others as we would like to be treated, with fairness and respect.

What you will bring to our team (experience and attributes):

Attributes

- Proven ability to provide strong customer service and often works to exceed expectations.
- Build and maintain strong working relationships. Is respectful and takes into consideration all unique perspectives.
- Detail oriented and pays attention to the small stuff.
- Ability to work as a team as well as independently.
- Proven experience in handling multiple tasks at once.
- Good presentation, public speaking and communication skills.
- Strong desire to learn.

Experience and Education

- Previous experience in First Nations culture, art, and exhibitions.
- Able to work flexible schedule that may include weekends and evenings.
- Sound computer skills, specifically in Microsoft suite.

How to apply:

Please send your resume to human.resources@slcc.ca by Sept 20, 2020.