

Position Description

Title:	Curatorial Assistant – Canada Summer Jobs
Reporting to:	Curator
Overview:	Sharing the rich history and amazing culture of Squamish Nation and Lil'wat Nation is the anchor of this role. The Curatorial Assistant will assist with the preservation, research, administration and interpretation of the exhibition program and the permanent collection. The Curatorial Assistant possesses a thorough knowledge of Squamish and Lil'wat Indigenous art practice, as well as familiarity with curatorial, education and museum practices. This position will assist education programming for staff and volunteers to ensure the SLCC services are provided effectively and efficiently and with excellence.
About SLCC:	The Squamish Lil'wat Cultural Centre (SLCC) is a place sharing meaningful experiences, educating all, and lifting our distinct Skwxwú7mesh and Lil'wat ways. We are a space where our Skwxwú7mesh and Lil'wat cultures meet, grow, and are shared.

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

Key Deliverables

- Supports the organization with 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.
- Attend events as required.
- Follow all SLCC Policies and Procedures.
- Familiar with health and safety practices and COVID-19 requirements as per the Public Health Officer.

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

- Build and maintain strong working relationships. Is respectful and takes into consideration all unique perspectives.
- Maintains calm under pressure and can use critical skills for problem solving.
- 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.
- Excellent presentation, public speaking and communication skills.
- Strong desire to learn.

Experience and Education

- Previous experience in Indigenous culture, art, exhibitions is an asset.
- Able to work flexible schedule that may include weekends and evenings.
- Sound computer skills, specifically in Microsoft suite.
- Clear criminal background check.

Application and Selection Process:

Please apply by sending your cover letter and resume to human.resourecs@slcc.ca by May 22, 2022. We are committed to diversity, equity and inclusion for all people and hire using these principals.