

Nestled in the hills of Mulmur Township, the Museum of Dufferin opened at its current location in 1994. We pride ourselves on offering a welcoming, unique, and enriching environment for our visitors. Each year the MoD offers an eclectic variety of experiences by way of exhibitions, events, programs, and tours. Our visitors, members, donors, partners and volunteers are the heart of who we are and what we do. We are currently recruiting for an:

**MUSEUM PROGRAM LEADER - YCW**  
**May 13 – August 30, 2025**

<b>JOB ID:</b> C23-25	<b>LOCATION:</b> 936029 Airport Road, Mulmur, ON
<b>JOB TYPE:</b> Temporary Full Time (Non-Union)	<b>DEADLINE TO APPLY:</b> 4:30 p.m. on February 26, 2025

Reporting to the Programming and Outreach Coordinator, the Museum Program Leader will be responsible for program development and delivery for the museum's onsite camps, sharing stories and historical information in-person through programs, workshops, and outreach activities and assisting with the education artifact collection.

### What we can offer YOU!

- A competitive hourly wage of \$22.70 (January 1, 2025 Non-Union Pay Grid)
- Eligible to enroll in OMERS pension plan
- Access to Perkopolis; discount, reward and benefits program
- Access to an Employee and Family Assistance Program
- Unlimited access to live and interactive webinars offered by the Canadian Centre for Diversity and Inclusion (CCDI)
- A supportive and collaborative work environment.

### What you'll do

- Assist in planning, implementing, and evaluating activity plans for our onsite summer camps
- Assist with any scheduled programs or tours. These may include group/school visits to the museum, community outreach programming and hands-on workshops.
- Cataloguing and inventorying a portion of the education collection (artifacts).
- Other duties as assigned

### What you'll bring

- Are currently enrolled in a post-secondary History, Indigenous Studies, Education, English, Arts, or a similar program
- Passion for and experience with storytelling (historical narrative)
- Strong oral communication and writing skills
- Experience working with both primary and secondary source material is an asset
- Ability to work outdoors in a variety of conditions such as summer heat
- Experience working with a range of age groups is an asset.
- Reliable, responsible, and takes initiative to help others
- Strong organizational and time management skills
- Ability to multi-task and move between projects
- A valid "G" Driver's License and access to a reliable vehicle
- PHCD High Five Certificate is an asset.

This is a grant-funded position under Young Canada Works. Students must meet the following eligibility requirements:

- are a Canadian citizen or a permanent resident, or have refugee status in Canada (non-Canadians holding temporary work visas or awaiting permanent resident status are not eligible);
- are legally entitled to work in Canada (have a valid social insurance number);
- are between 16 and 30 years of age inclusively at the start of employment; and
- are a high school, college, CEGEP or university student.

The County of Dufferin strives to provide exceptional customer service to all its residents and visitors. To effectively do so, all positions at the County of Dufferin require a commitment to upholding the County's equity mandate through on-going and mandatory training and examining our day-to-day operations and impacts through an equity lens. Therefore, throughout the selection process, candidates will have demonstrated their ability to be anti-racist, equitable, inclusive, and respectful.

### **Ready to apply?**

Interested applicants are invited to submit a resume and cover letter before the closing date and time to: [hr@dufferincounty.ca](mailto:hr@dufferincounty.ca)

As an organization, we recognize the value of diverse perspectives and lived experiences, and the importance of creating an environment that embraces and supports these. We are committed to creating and fostering a workplace where all employees feel a sense of dignity and belonging. As such, we seek to attract, develop, and retain highly talented employees with a variety of identities and backgrounds, to better reflect the growing diversity of our region.

We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to:

- First Nations, Métis and Inuit peoples, and all other Indigenous peoples.
- Members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin.
- Persons with visible and/or invisible (physical and/or mental) disabilities.
- Persons who identify as women; and
- Persons of marginalized sexual orientations, gender identities, and gender expressions.

We value the contributions that each person brings and are committed to ensuring full and equal participation for all in our workplace.

All applicants are thanked for their interest. Those chosen for next steps in the selection process will be advised by March 28, 2025. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection and will not be used for any other reason. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.