



The McCord Museum is the museum of all Montrealers, a social history museum that celebrates life in Montreal, both past and present—its history, its people, and its communities. Open to the city and the world, the Museum presents exciting exhibitions, educational programming and cultural activities that offer a contemporary perspective on history, engaging visitors from Montreal, Canada and beyond. It is home to over 1.5 million artefacts, that make up one of the largest historical collections in North America, comprising Dress, Fashion and Textiles, Photography, Indigenous Cultures, Paintings, Prints and Drawings, Decorative Arts, and Textual Archives. **McCord Museum: Our People, Our Stories.**

The Stewart Museum is a Montreal history museum founded more than 60 years ago that celebrates the European influence in New France and North America from the 17th century to today. Located on an exceptional heritage site, the institution offers original exhibitions that draw on its rich collection and take a contemporary look at history. The Museum has a unique collection of 27,000 artefacts, which includes scientific, decorative arts and military objects as well as rare books and textual archives.

All of the McCord Stewart Museum's activities revolve around six core values: rigour, integrity, inclusion, audacity, creativity and commitment.

We are seeking a  
**PROJECT MANAGER, EXHIBITIONS**  
Reference No.: 201934E

The Museum's Exhibitions program has a strong tradition of offering quality exhibitions on a wide array of subjects that provide visitors with a unique historical experience. The Museum also relies upon a solid network of collaborators, including exhibition professionals, suppliers, and research, creation, design and production experts. The incumbent will produce exhibition projects adhering to various objectives, time frames, and budgets, in collaboration with the Museum's professional exhibition team.

**Reporting to the Head of Exhibitions, the incumbent will have the following responsibilities:**

- Plan and manage all phases of exhibition production
- Establish and manage production schedules and detailed budgets
- Elaborate and participate in exhibition conception and scenario
- Work closely with curators and other collaborators
- Work closely with designers to ensure that the McCord's quality standards are met
- Manage all production phases and ensure that all departments have the information they need to work efficiently within the project (including object restoration, loan requests, audio-visual production, labels, translation, exhibition mounting, etc.)
- Obtain all permissions and copyrights necessary for the exhibition projects
- Work in synergy with other departments and staff involved

**Employment Conditions**

- Full-time position with competitive compensation and generous benefits package
- Employment to start October 2019, six-month probation period

**Qualifications**

- University degree in museum studies, visual arts, art history, history or other relevant field
- 5 years of professional experience pertaining to exhibition project management
- Fluency with digital technologies
- Fluency in English and French (written and spoken)
- Reliability, autonomy, initiative and leadership
- Exceptional organizational and planning skills
- Excellent communication and people skill
- Meticulousness and ability to work efficiently under pressure and within a team
- Creativity and collaborative problem-solving skills
- Interest in culture and heritage

Applications for the position will be accepted until **September 30, 2019 (ref.: #201934E)**. Please provide:

**1) Letter of intent 2) Curriculum vitae 3) Salary expectations**

Forward to Lucie Beaupré, Head, Human Resources

By e-mail: [rh.mccord@mccord-stewart.ca](mailto:rh.mccord@mccord-stewart.ca)

For details on the McCord Museum, please consult the McCord website: [www.mccord-museum.qc.ca/en/](http://www.mccord-museum.qc.ca/en/)  
Although we thank all applicants for their interest, only selected candidates will be called for an interview.