



The McCord Museum celebrates our past and present lives – Our history, our people, and our stories. A museum that mirrors a city open to the world, the McCord is an intelligent Museum that connects individuals with cultures and communities, offering a current take on today's issues. Contemporary and interactive, the McCord encourages us to reflect upon the past while engaging with the present.

The McCord Museum is recruiting a
Day Camp Coordinator
Temporary summer student employment
Reference #201603E

For the last several years the McCord has offered a perfect mix of history and fun with its day camp. The Museum presents two themes inspired by the richness of its collections and in line with current exhibitions. For 2016 the themes are: *Young Collectors and Techno Geeks and Fashion!*

The Education Department wishes to hire a student who knows how to enthusiastically and interestingly communicate the presented themes to the young campers in order to offer them an exciting discovery of the Museum and its exhibitions. The incumbent will be in charge of coordinating the day camp and daycare activities in order to maintain the quality of services.

Reporting to the Head, Education Programs, the Coordinator will have the following responsibilities:

- Participate in the elaboration and coordination of proposed workshops;
- Plan and implement the training sessions of the camp counselors;
- Coordinate the logistics of groups of children at the day camp;
- Liaise with parents about enrollment, child health, expectations and concerns that may arise;
- Monitor feedback for the evaluation of the two programs;
- Ensure that quality standards are observed in services offered;
- When required, give tours and workshops for children at the day camp;
- Supervise, in collaboration with the Head, Education Programs, the work of camp counselor and day care staff.

Employment conditions:

- Temporary summer student employment; 35 hours per week, for 13 weeks;
- Compensation of \$18.75 per hour; employment starting on June 6 and ending on September 2, 2016.

Qualifications and Profile Required:

- University degree in relevant field (history, art, archeology, museology, education) or current enrolment in a related university degree program;
- 2 years relevant experience or as a day camp counselor;
- Dynamism, sense of responsibility, organizational ability, resourcefulness, excellent interpersonal skills, and ability to mobilize a team;
- Effective communication, including ability to make content accessible to different public;
- Fluency in both English and French;
- Polished appearance; professional and respectful attitude;
- Good historical knowledge of Montreal, Quebec and Canada.
- An inclination for science or robotic could be an asset.

*Please note that candidates must be eligible for Canada Summer Jobs and Young Canada Works programs for heritage establishments.

Applications for the position will be accepted until **Monday, April 18, 2016 at noon**. Qualified candidates are encouraged to apply by email. Please provide: **1) Letter of intent (Ref. #201603E) 2) Curriculum vitae**
Forward to Lucie Beaupré, Senior Officer, Human Resources
By e-mail: rh.mccord@mccord-stewart.ca or by post: 2175 Victoria Street, Montreal, QC H3A 2A3

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