



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, comprising one of the largest historical collections in North America, organized into the following departments: Dress, Fashion and Textiles, Photography, Indigenous Cultures, Paintings, Prints and Drawings, Decorative Arts, and Textual Archives. McCord Museum: Our People, Our Stories.

The McCord Museum has experienced an exceptional growth in recent years and its ambition is to reach an even wider, more diverse and engaged audience. Asserting itself as a participative museum, it places an emphasis on dialogue and social interaction in its programs and promotes openness to others, the city and the world.

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

The McCord Museum is seeking a  
**Chief, Education, Community Engagement and Cultural Programs**  
Reference #: 201820E

If you are passionate about history, show leadership and are interested in working in a dynamic institution and participating in its development, the position of Head, Educational, Civic and Cultural Action is for you.

Under the supervision of the President and Chief Executive Officer, the Chief, Education, the incumbent will be responsible for developing innovative programs that will contribute to achieve the institution's objectives, integrate its vision and develop its client base.

#### Main responsibilities:

- Integrate the McCord Museum's vision into all educational, community engagement and cultural initiatives;
- Manage and inspire a team of Project Managers, Coordinators and Volunteers;
- Have the knowledge and apply, as appropriate, new trends in his field;
- Plan and manage the following programs according to the objectives of the Museum's strategic plan :
  - o Educational programs (primary, secondary, college and university);
  - o Civic actions;
  - o Cultural programs mainly for adults;
  - o Educational and fun programs for families;
  - o Development of educational tools and pedagogical material;
  - o Training programs for mediators and volunteers.
- Administrative management:
  - o Negotiation and follow-up of all service agreements with suppliers and contractors;
  - o Quality monitoring for provided services;
  - o Validation of drafting and translation work;
  - o Plan and manage the budget;
  - o Initiation and assistance with the preparation of applications for funding and sponsorships.
- Develop relationships and partnerships with cultural, community and academic decision-makers;
- In collaboration with the President and CEO, develop relationships with influencers, governments and grant makers;
- Participate in the elaboration of policies and in strategic planning;
- Promote programs as a spokesperson or through various tools and forums (publications, seminars, media, etc.);
- Represent the Museum and participate in various professional associations or committees.

#### Employment Conditions:

- Regular full-time position;
- 6 months' probation period;
- Compensation commensurate with experience with competitive benefits.

#### Qualifications and Profile Required:

- Master degree in history, museum studies, education, sociology or relevant field;
- Minimum of 5 years experience in similar role with team and volunteers management;
- Strong leadership and social commitment;
- Passion for history and education;
- Analytical and strategic thinking;
- Experience with cultural and community milieus;
- Good knowledge of the Quebec Education Program (QEP), an asset;
- Strong team spirit, interpersonal skills, tact and diplomacy;
- Ability to plan and set priorities;
- Souci de visitor experience;
- Strong public speaking skills. good communicator;
- Bilingual in English and French with advanced writing skills in either English or French.

Applications for the position will be accepted until **September 2, 2018** (Ref.: #201819E). Qualified candidates are encouraged to apply by email. Please provide: **1) Letter of intent 2) Curriculum vitae 3) your salary expectation**  
Forward to: Human Resources Department by e-mail at [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](http://www.mccord-museum.qc.ca)  
Although we thank all applicants for their interest, only selected candidates will be called for an interview.