

Job Posting

Collections Assistant – Landscapes of Injustice Research Year 4 (Two Positions)

Nikkei National Museum

6688 Southoaks Crescent, Burnaby BC

604 777-7000

Period of employment: April 27- August 17, 2016 (16 weeks)

Hours: 9:30 am – 5pm Tuesday to Saturday

Salary: \$15.00 per hour

The mandate of the Nikkei National Museum (NNM) is to honour, preserve and share Japanese Canadian history and culture for a better Canada. Currently the collections include more than 20,000 photographs, 450 oral history recordings, over 25 metres of archival and textual materials, and over 2000 artefacts.

Job description:

The Collections Assistant, under direction from the museum staff, will participate in Landscapes of Injustice, a major collections related project looking at the dispossession of property from Japanese Canadians during the Second World War. The Nikkei National Museum is a community partner on this significant project and in 2017, is in year four of seven. Year one and two were foundational research years that have unearthed historically valuable archival records that are crucial to process for the upcoming year. Year three focused on the Nikkei Leaders, those who extended boundaries, challenged concepts of right and wrong, and contributed to the development of the Nikkei community in Canada. In year four which is the final major research year of this project, we focus on key fonds connected to forced dispersal and dispossession of the Japanese Canadian community. The Collections Assistant will identify collections items of significance to the project, and assist with archival arrangement, description, and digitization in order to make them accessible for project scholars. The goal is to add over 1000 descriptions to our online database by the end of 2017.

The Landscapes of Injustice Project will focus on archival material including personal papers, letters, photographs, community directories, as well as artefacts, related to the history of Japanese Canadians and the internment years. From 1942-1946, over 22,000 Japanese Canadians were forcibly removed from the west coast and sent to internment camps in the interior of BC, or other work camps across Canada. They lost all of their property, including cars and boats, businesses, and many of their personal belongings. They also lost access to education and job opportunities. This is the first in depth study to try and track and quantify the actual losses to the community. As part of the training, the Collections Assistant will have a chance to participate in an in-depth Summer Institute offered by the University of Victoria.

The Collections Assistant must be organized and detailed oriented and will perform other related duties as required. The Collections Assistant will acquire skills in archival arrangement and description, cataloguing, museum standards and policy, database software, artefact handling and preservation, acquisition, storage, and research procedures. They will gain strategic planning, problem solving and leadership skills under direction of museum staff. The setting will provide experience in cultural diversity, working as a team, working collaboratively with other programs and exhibitions, and the importance of preserving history for future generations.

Skills required

Student in the field of history, anthropology, museum studies, curatorial studies, or library and archival studies. Must be a current full-time student between the ages of 16 and 30 and intend to return to your studies in the fall. Good level of computer literacy including spreadsheets, database software, email.

Familiar with the Rules of Archival Description.

Familiar with preservation and conservation.

Fluent in English with excellent writing skills. Advanced Japanese language would be an asset.

Knowledge of Canadian History/Japanese Canadian History an asset.

Candidates will be chosen on the basis of their skill level and ability, therefore we welcome all applicants regardless of race, gender or disability.

Applications

Please forward applications with resume by email to:

Sherri Kajiwara - skajiwara@nikkeiplace.org

Applications will be accepted until April 14th.

POSITION IS DEPENDENT ON GRANT FUNDING

We thank all applicants for their interest, however, only those selected for an interview will be contacted.