

Job Posting

Cultural Education Assistant

Nikkei National Museum & Cultural Centre

6688 Southoaks Crescent, Burnaby BC

604.777.7000

Period of employment: May 12 – September 6, 2020

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

Salary: \$16.00 per hour

Who we are:

The Nikkei National Museum & Cultural Centre (NNMCC)'s mission is to honour, preserve and share Japanese culture and Japanese Canadian history and heritage for a better Canada. We fulfill our mission through exhibits, cultural and educational programs, special events, archival preservation and research, and community partnerships.

What you'll do (duties):

- Coordinate volunteer schedule and assist in supervision for two 5-day sessions of Manga Camp summer day camp, in July and August 2020
- Develop and/or lead a select number of arts and crafts activities inspired by Japanese culture for Manga Camp, for up to 20 children ages 9-12
- Assist in delivering educational programs about Japanese culture and Japanese Canadian history and heritage to local school and community groups as well as visiting groups from Japan
- Lead public gallery tours of our *Nikkei* exhibit on Japanese Canadian history and culture
- Assist in development of public gallery tours of the *Broken Promises* historical exhibit about Japanese Canadian wartime dispossession, scheduled for a soft opening in August 2020
- With guidance from the Culture, Education, and Programs Coordinator, oversee and coordinate performers' backstage area for the Nikkei Matsuri Japanese cultural festival September 5-6, 2020
- Represent the NNMCC in public outreach activities at Japanese Canadian community festivals and special events such as the Powell Street Festival
- Other duties as required, including attending staff meetings and assistance with daily and weekly administrative tasks related to cultural and educational programs

Who you are (qualifications):

- A collaborative team player comfortable interacting with children and members of the public
- Organized and detail-oriented; flexible and willing to multi-task
- A strong communicator capable of working on tasks independently
- A Canadian citizen, permanent resident, or refugee between the ages of 15 and 30
- Students in the fields of education, communications, history, anthropology, Asian studies, museum studies, arts administration, and recreation are particularly encouraged to apply



- Computer literate, fluent in English
- Knowledge of Canadian and/or Japanese Canadian history, knowledge of Japanese language, and a driver's license are assets.

Candidates will be chosen on the basis of their skill level and ability. We invite individuals who reflect the diversity of our visitors to apply. In accordance with the British Columbia Accessibility Act a request for accommodation will be considered throughout the hiring process.

Note: this position depends on funding through Canada Summer Jobs. The position will continue past the CSJ Grant deadline of August 28th to include the Nikkei Matsuri Festival on September 5-6, 2020.

What you'll gain (learning objectives):

- Experience working in a culturally diverse and dynamic collaborative environment within a mid-sized organization
- Experience working with kids, especially ages 9-12, in an informal educational setting
- Volunteer management skills and experience working with community partners
- Ability to interpret historical and cultural concepts into concrete programs for children and public, including evaluation of programs' effectiveness
- Skills in managing a variety of daily, weekly, monthly, and longer tasks/projects and deadlines
- Familiarity with Japanese and Japanese Canadian history and culture
- Appreciation of cultural complexities and the importance of cultural sensitivity
- Public speaking/public engagement etiquette in a variety of contexts

Applications

Please forward applications with resume by email to: Trisha Roberson – troberson@nikkeiplace.org
Applications will be accepted until April 26, 2020. POSITION IS DEPENDENT ON GRANT FUNDING.
We thank all applicants for their interest, however, only those selected for an interview will be contacted.

Location

The Nikkei National Museum is located in the heart of Metro Vancouver, a 10 minute walk from the Edmonds Skytrain station, with easy access by public transit and car. There is free parking underground. Nearby attractions include the Shadbolt Centre for the Arts, the Burnaby Village Museum, the Burnaby Art Gallery, and the Edmonds Community Centre. Metrotown Mall is 3km away and downtown Vancouver is 20km away.

www.nikkeiplace.org

www.burnaby.ca/Things-To-Do/Visitor-Resources/Attractions.html

