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Sherbrooke, Nova Scotia  
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## Curator of Cultural Resources

### Sherbrooke Village

<http://sherbrookevillage.novascotia.ca>

**Location:** Sherbrooke, Nova Scotia

**Position Type** Full-time, with a one-year probationary period

**Union Status:** NSGEU Local 50

**Language Required:** English

**Closing Date:** 3 March 2023

### About Us

Sherbrooke Village, Nova Scotia's largest living history museum, is looking for a Curator of Cultural Resources. We're a people-first, purpose-driven team who works together every day to innovate. We seek to improve the enjoyment and understanding of authentic Nova Scotian histories through our interpretive programs, to foster a culture that is strategic and inclusive in its management of resources, and to create remarkable experiences in a unique museum site.

Our mission is to represent the social, political and economic histories of Sherbrooke, Nova Scotia and Canada in the latter half of the 19<sup>th</sup> century accurately and authentically. Our 53-acre site contains over 80 original structures along the St Mary's River on Nova Scotia's Eastern Shore. We strive to reflect rural village life of the 1860-1880 period complete with costumed interpretive staff, restored interiors and appropriate furnishings, manicured grounds and heritage programs befitting our period of focus.

### About Our Opportunity

The Curator of Cultural Resources is integral to providing a world-class museum experience, ensuring the highest standard in living history interpretation to thousands of visitors annually. As a cultural authority within the museum, the Curator is responsible for the integrity of Sherbrooke Village's heritage assets, collections stewardship and best practices in program design.

The Curator reports to the Executive Director and collaborates with management team members in all matters concerning the development, care, maintenance and use of Sherbrooke Village collections, artefacts and heritage assets. They work directly and indirectly with seasonal staff to shape accurate and authentic interpretations of 19<sup>th</sup> century village life and develop novel programs, exhibits and events consistent with the Commission's mission. They will be able to navigate the complexities of working within the Nova Scotia Museum framework, and will strive to sustain and improve systems, protocols, and facilities for the care of the collection, exhibits and heritage spaces consistent with the Museum's strategic priorities.



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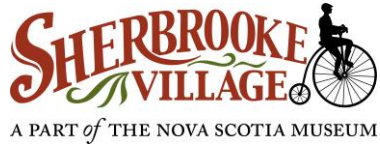
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### Primary Accountabilities

- Collaborate with the Sherbrooke Village team on the development of interpretive resources, supporting the accuracy and authenticity of program narratives and activities
- Work with the Director of Visitor Experience to oversee the Heritage Interpretation team's tasks; provides training on artefact, collection and heritage asset care, cleaning and storage procedures
- Documentation, registration and tracking of objects in the collection, including implementing all aspects of acquisitions, deaccessioning, digitization, updating databases, and monitoring storage consistent with Commission policy
- Develop engaging and informative exhibits on local, provincial and national histories; accessing and cultivating expertise within underrepresented communities to inform and improve museum narratives
- Participate on inter-disciplinary teams to assist in the formulation of museum policy, problem-solving, promotion, publication or other projects
- Support administration functions including grant writing, marketing, reporting, project scoping and setting strategic priorities
- Manage, evaluate and provide instruction to Seasonal staff including Artisans, Heritage Interpreters and other frontline groups
- Liaise with Supervisors of Interpretation to implement changes with interpretive staff as it relates to museum experiences and program offerings

### Qualifications and Experience

- Master's Degree in Museum Studies, History, Collections Management or a related field, or equivalent combination of education and experience
- Minimum of 3 years collections coordination in a mid- or large-size institution with historical collections in a wide diversity of media
- Possesses exceptional organizational skills and ability to work under pressure with minimal supervision, and in situations characterized by ambiguity, uncertainty or lack of clarity; willing to independently assess situations, take initiative and assume ownership of what needs to be done
- Demonstrated ability to efficiently implement projects (digitization, exhibit research and development, collections auditing) including planning, organizing, and management, all while operating in a dynamic environment with evolving priorities that require a flexible mindset
- Demonstrated experience working with multiple stakeholders to develop policy around the management of collections and heritage assets
- Ability to exercise professionalism, tact and discretion when working with peers, staff, members of the community or members of the public, and to foster positive relationships with co-workers and other stakeholders across all role responsibilities
- Proficiency with Excel, Word, PowerPoint, Office 365; familiarity with CI+ or other collections databases



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### **Assets considered for this role**

- Knowledge of Nova Scotian and Canadian histories
- Certification in Collections Management and/or Conservation
- A second language
- First Aid and/or WHMIS training

### **Working Conditions**

This role is a full-time, 35-hour per week commitment that requires an individual with a seven-day availability including evenings, weekends and holidays as needed, primarily during seasonal operations May through September.

We're committed to diversity and equitable access to employment opportunities based on ability. Your unique contributions and talents will be valued and respected here. We strive to build a team that reflects the diversity of the communities we serve and encourage applications from traditionally underrepresented groups such as women, visible minorities, Indigenous peoples, people identifying as LGBTQ2SI, veterans, and people with disabilities.

**Salary:** Commensurate with experience and subject to NSGEU Local 50 Collective Agreement

### **Benefits**

Sherbrooke Restoration Commission offers full-time employees a range of benefits such as NS Public Service Superannuation Pension, Health, Life Insurance, General Illness (Short- and Long-Term Disability), paid sick days and vacation.

To apply, send your CV or resumé along with a cover letter. Please combine all attachments as a single PDF and email to **Sherbrooke.ED@novascotia.ca** by **Friday 3 March 2023**.

No direct queries by phone or email please. We thank applicants for their interest, however, only those advancing in the process will be contacted.

This is a bargaining unit position initially restricted to Sherbrooke Village employees represented by the Nova Scotia Government Employees Union. External applicants will be considered if there are no qualified Sherbrooke Village NSGEU bargaining unit candidates.

The health and safety of our team, visitors and communities is paramount to Sherbrooke Village. Accordingly, we require anyone joining our team to provide a Criminal Record Check and Child Abuse Registry Clearance.