



Job Description

Job title	<i>Cultural Interpreter</i>
Reports to	<i>Education Coordinator</i>

Job purpose

Under the direction of the Education Coordinator, the Cultural Interpreter assumes responsibility for guiding tours of the Woodland Cultural Centre's museum, facilitate residential school presentations as well as workshop instructions. The Cultural Interpreter will be working in conjunction with other staff members to provide knowledge of the Centre and complete other duties related to Museum Education.

Duties and responsibilities

The Cultural Interpreter is responsible for facilitating the WCC's Museum Education Department programming. This includes:

Program Delivery – 60%

- Facilitate Museum Education workshops and presentations to public as requested, which may include craft workshops, traditional music/dance, sports; individually and cooperatively as needed.
- Conduct guided tours of the Centre; including the museum, art galleries
- Be able to provide outreach presentations and workshops
- Present residential school information sessions

Preparation and organization -30%

- Preparing craft kits and workshop materials ahead of group visits
- Maintaining workshop materials by keeping inventory up to date and storing in an organized manner

Program Development – 10%

- Working with Education Coordinator to improve current Museum Education programming and developing new programming
- Conducting research to assist in program development
- Familiarizing self with federal and provincial curriculum

Qualifications

- Possess good oral and written communication skills
- Possess knowledge of Residential School, specifically Mohawk Institute.
- Have understanding of history of Six Nations and Haudenosaunee culture.
- Enjoy working with the public
- Reliable and demonstrate interpersonal and problem solving skills
- Understand the social and political context of the Woodland Cultural Centre Museum, Education program and Art galleries to First Nations
- Traditional craft and artistic ability an asset
- Knowledge of Haudenosaunee languages an asset
- Must be able to pass Vulnerable Sector Check

Working conditions

The Cultural Interpreter's regular hours are from 9-4:30, Tuesday to Friday. Outreach and special events may require travel and work outside of regular hours. Some workshops require facilitation outdoors. At times the Cultural Interpreter will work with and accommodate guests with special needs, in which case extra attention and precautions may be required. Proper footwear and safety attire are required when given the opportunity to go inside the Mohawk Institute building while it is under construction and renovations.

Physical requirements

The Cultural Interpreter position will need to facilitate workshops and tours, and assist with event set-up. The job may involve standing for long periods of time, and physically participating in outdoor events like Music & Dance, Traditional Games, and Indigenous Plants.

Direct reports

Education Coordinator

Preference will be given to applicants of Indigenous heritage.

If interested, please send cover letter and resumé with references to:

Woodland Cultural Centre
184 Mohawk Street
Brantford, ON N3S 2X2

Attn: Lindsay Bomberry
Education Coordinator
(519) 759-2650 ext. 231
education@woodlandculturalcentre.ca

Note: Only those selected for an interview will be contacted.
