

Education Assistant: Work Study Job Posting

The Museum of Ontario Archaeology is seeking Education Assistants. This important role ensures museum guests have a positive museum experience and are responsible for delivering curriculum focused school programs, tours, and family programs. This position is ideal for anyone interested in going into teaching, museums, non-profit, or archaeology focused careers.

Skills you will develop in this position:

- Public speaking
- Teaching and classroom management
- Customer service
- Adaptability/Flexibility
- Patience
- Time Management/Multi tasking

Key responsibilities include:

- Providing exceptional customer service by delivering quality educational programming.
- Engaging visitors by sharing the museum's stories through hands-on activities, demonstrations, and tours.
- Engaging children by delivering curriculum focused programs in a fun and welcoming atmosphere.
- Ensuring public and classroom areas are clean and gallery activities are well maintained.

Position Overview:

- Work will be onsite at the Museum of Ontario Archaeology (located near Wonderland Rd and Fanshawe Park Rd).
- Most shifts Monday – Friday between 9:00am – 3:00pm. Students should normally have availability at least one day a week.
- The position also involves working in an outdoor environment for some program activities with exposure to seasonal temperatures, direct sunlight and insects.
- Occasional evenings and weekend shifts will be required.
- Career Mentoring available.

To be eligible for this position you must be a Western University student and approved for the work study program through the Office of the Registrar, Student Financial Services

Please e-mail resume and cover letter to:

Katie Urban, Learning Coordinator

Museum of Ontario Archaeology

1600 Attawandaron Road

London, ON N6G 3M6

519-473-1360 (81393)

katie@archaeologymuseum.ca