



Museum of Ontario  
Archaeology  
*History In Your Hands*

## Interpretation and Outreach Assistant (YCW)

The Museum of Ontario Archaeology is seeking an **Interpretation and Outreach Assistant** for the summer season (12 weeks, 35 hr/week, \$16.55/hr. Anticipated start date is June 11 through to August 31, 2024.). **This position is contingent on the successful funding through the Young Canada Works program, and candidates must meet the eligibility requirements outline below.**

Our Interpretation and Outreach Assistant who will be responsible for delivering gallery and site tours including assisting with the introduction of Augmented Reality experiences on-site, and representing the museum at outreach events in the community over the summer. They will assist with research and planning of late summer events such as the MOA Heritage Day and Scavenger Hunt. They will also be responsible for collections management tasks such as collections inventory, repackaging, data entry, and 3D scanning. They will also be given the opportunity to enhance the interpretive content of the museum's collections.

**Please note:** The Museum's vaccination policy requires all staff to be fully vaccinated, according to provincial definitions, against Covid-19. Depending on circumstances, this job may require a combination of working from home and working on site at the Museum of Ontario Archaeology in London Ontario.

### The Interpretation and Outreach Assistant will:

- Interpret Ontario's cultural and natural heritage through public tours and activities in the museum galleries, grounds, the Lawson archaeological Indigenous village site and Medway Valley Heritage Forest.
- Assist with the interpretation of the practice of archaeology, including the care of archaeological collections, to visitors on-site and online.
- Provide support for visitors engaging with Virtual Reality and Augmented Reality experiences.
- Demonstrate and explain best practices of collections care for archaeological materials.
- Create new collections records using the museum's cataloguing software, Argus.
- Digitize collections objects using 3D scanning technology.
- Provide logistical support for other ongoing collections projects taking place at the museum.
- Assist with research and logistical planning for the MOA Heritage Day and other late summer events.
- Assist with the creation of social media posts promoting MOA programs, activities, and collections.

The Interpretation and Outreach Assistant position will provide a student with an interest or background in Museum Studies, Anthropology/Archaeology, Canadian History, First Nations/Indigenous Studies, or

related program, with experience in museum collections management, heritage interpretation, object care, data entry and record keeping. They will have the opportunity to develop skills in public engagement and problem-solving and deepen their knowledge and experience of Ontario's cultural heritage.

The successful candidate must meet the criteria of the [Young Canada Works job program](#). We strongly encourage First Nations, Metis and Inuit students, and students from other underrepresented groups, to apply. An ideal candidate will have a background in Anthropology, Public History, Education, Museum Studies, First Nations studies, or similar University program, and possess both a positive attitude and a strong work ethic. Prior work or volunteer experience at a museum or historic site would be an asset.

#### Characteristics of City/Region:

The Museum of Ontario Archaeology is located in the northwest corner of the City of London, the traditional territory of the Munsee-Delaware, Anishinaabe, Haudenosaunee Peoples and their Ancestors who have lived here from Time Immemorial. First named as a settler village by John Graves Simcoe in 1793, London has a rich and deep archaeological past, with evidence of human occupation from the period of glacial recession approximately 13,000 years ago, to the vibrant city that it is today. Adjacent to the Museum is a 500-year-old village once inhabited by approximately 2,000 Indigenous agriculturalists, today known as the Lawson Site. This site is considered one of the region's largest settlements before European contact.

Museum of Ontario Archaeology website: [www.archaeologymuseum.ca](http://www.archaeologymuseum.ca)

London is situated in the Western part of Ontario, Canada. The city hosts the seat of Middlesex County, and it is located halfway between Toronto and Detroit.

City of London website: <http://www.london.ca/>

**You must include in your covering letter how you meet the Young Canada Works eligibility requirements.**

Applications will be due by Tuesday, April 30, 2024.

Please e-mail resume and cover letter to:

Heather Hatch, Collections Manager  
Museum of Ontario Archaeology  
[heather@archaeologymuseum.ca](mailto:heather@archaeologymuseum.ca)