

Position Vacancy: Exhibit Technician

Great City, Great Work, Great Future!

DEPARTMENT:	Parks, Culture & Recreation	STATUS:	Full Time
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours per week (*non-standard work hours)	SALARY:	\$50,660 - \$59,526 annually

Anvil Centre, the showpiece civic facility located in the heart of the downtown New Westminster, encompasses 84,000-square feet of interior space and includes: conference and meeting facilities, a flexible 350-seat non-proscenium theatre, multi-purpose rooms and multi-purpose art studios, a new media Art Gallery, a gift shop, Museum and Archives, Canadian Lacrosse Hall of Fame, Tourism New Westminster's visitor information, restaurant and retail space. More details regarding the Anvil Centre can be found at www.anvilcentre.ca

We are seeking an Exhibit Technician to support the design, maintenance and fabrication of exhibit systems in the Anvil Centre's museum and art gallery spaces as well as various outreach locations in New Westminster. This is skilled technical and trades work involving the construction and installation of a variety of exhibitions and displays. The work of this position involves carpentry, cabinet making, painting, finishing and similarly related tasks as well as the installation and basic troubleshooting of information and computer technology in exhibitions and displays.

REQUIREMENTS:

- Diploma in the visual arts or related field, and/or one or more trades relevant to the work, plus sound related experience in display and exhibition work. An equivalent combination of education and experience acceptable to the employer may be considered.
- Considerable knowledge of the standard practices, methods, materials, tools and equipment used in exhibit development and fabrication and demonstrated understanding of hazards and necessary safety precautions involved in the work.
- Ability to read and work from blueprints and rough sketches with considerable knowledge of the techniques, materials and methods used in two and three dimensional exhibit display work.
- Working knowledge of related trades such as painting and metal working and of the uses of a variety of materials such as glass and plastics.
- Some knowledge of the theories and practices of commercial art as it relates to the construction of museum and art gallery exhibits.
- Working knowledge of the operation of computer hardware and software applications related to museum and art exhibitions and displays.
- Skill in the use and care of a wide variety of hand and power tools with the ability to perform skilled carpentry and cabinet making tasks and semi-skilled tasks involving a variety of trades relative to the construction of exhibitions and displays.
- Ability to schedule and estimate time and materials to meet deadlines for exhibition timelines and budgets.
- Ability to direct contractors and volunteers.
- Ability to install and maintain computer hardware and software in exhibitions and displays and to perform basic hardware and software troubleshooting.
- Valid BC Class 5 Drivers' License and use of personal vehicle.
- Firearms Possession/Acquisition License.
- Ability to perform the physical duties related to the work, including lifting up to 50 lbs.
- Ability to pass and maintain a criminal and police record search.
- Ability to work non-standard hours as operationally required.

***This position works a non-standard work schedule as operationally required, including weekends and evenings.**

Apply by sending your resume quoting **competition #15-03, by January 16, 2015** to the Human Resources Department, City of New Westminster, 511 Royal Avenue, New Westminster, BC, V3L 1H9, Fax: (604)527-4619 or e-mail to hr@newwestcity.ca.

We thank all applicants in advance; however, only those selected for an interview will be contacted.

The City of New Westminster is committed to employment equity.

We welcome diversity and encourage applications from all qualified individuals.