

JOB POSTING: THEATRICAL INTERPRETERS
Waterfront Productions Program 2019
North Vancouver Museum & Archives Commission
2 Temporary Full-Time Positions: Theatrical Interpreters

The North Vancouver Museum and Archives (NVMA) will present tours and interpretation led by costumed interpreters at North Vancouver's Burrard Dry Dock Pier, the Shipbuilders' Square and around the North Vancouver community during the summer of 2019. This season will build upon previous successful initiatives using costumed interpretation and animation to bring history to life.

Each **Theatrical Interpreter** will be responsible for researching, promoting and presenting scripts based upon the history of North Vancouver's waterfront and mountainous areas to residents and visitors. As well, casual interpretation/interactive pop-up programs will be presented to families. The Interpreters will gain experience as actors, in stage management and promotions. They will be supervised by NVMA staff and will be mentored by a theatre professional.

Specific Duties:

- to present costumed interpretation (*Waterfront Productions*) from and around the historic North Vancouver waterfront, Shipbuilders' Square, and popular community venues;
- to research and acquire necessary historical costumes and "props";
- working with the Waterfront Productions program Director, to rehearse and learn scripts and roving interpretative programs;
- to present 'shows' which feature site interpretation that will inform and entertain visitors;
- to assist with promotion of the theatrical interpretation programs;
- to establish working relationships with community partners and coordinate bookings;
- to compile show reports and a reference binder of the summer's activities for use by future theatrical interpreters;
- to compile statistics and process feedback/response mechanisms;
- to demonstrate enthusiastic interest and appreciation of North Vancouver history.

Preferred Skills and Knowledge:

- fluent in English; able to understand and interact with the public; some knowledge of French an asset;
- experience presenting and performing before live audiences;
- experience researching, writing and organizing presentations;
- demonstrated interest in history;
- demonstrated ability to work independently and to work effectively in office environment;
- demonstrated ability to positively represent a public organization to the community;
- demonstrated ability to work effectively with community organizations and their representatives;
- demonstrated experience providing excellent customer service;
- energetic, outgoing personality and creativity;
- ability to operate bicycle-driven cart and to lift 50 lbs. (22kg);
- good computer skills (keyboarding & social media);
- valid clean **BC** Class 5 Driver's Licence and Criminal Record Check; and
- strong organizational and communication skills.

Work Sites: Various locations in North Vancouver, including The Pier (foot of Lonsdale Avenue), the Community History Centre (3203 Institute Road).

Term of Employment: May 27 to August 25, 2019

Work Week: 35 hours (5 x 7hr-days) – will include weekends and statutory holidays. Some evening work required.

Wages: \$20.89/hr plus 4% vacation pay.

Application Deadline: **3:00pm PDT – May 10, 2019**

*This position is funded, in part, via the **Young Canada Works in Heritage Institutions** program of the Department of Canadian Heritage, administered by the Canadian Museums Association.*

Candidates must be registered on the Young Canada Works website and meet all eligibility criteria to be considered for this position. PLEASE CONFIRM IN YOUR APPLICATION THAT YOU HAVE READ AND MEET THE ELIGIBILITY CRITERIA
Visit <https://young-canada-works.canada.ca> for particulars.

Please apply in writing to Laurel Lawry, Administrative Services Manager, North Vancouver Museum and Archives by email with **SUBJECT LINE stating APPLICANT'S NAME and THEATRICAL INTERPRETER** to nvmac@dnv.org or by mail to 3203 Institute Road, North Vancouver, B.C. V7K 3E5. We thank all applicants for their interest; however, only those selected for interview will be contacted.

THE NORTH VANCOUVER MUSEUM AND ARCHIVES COMMISSION IS AN EQUAL OPPORTUNITY EMPLOYER.