

# Education Guide Job Posting



## Summary

Exciting things are happening at the Bata Shoe Museum! Are you searching for a workplace that offers you the opportunity to make a positive difference? A workplace that embraces and celebrates individuality and where you feel that you belong? If so, the Bata Shoe Museum is the place for you!

**Employment Type:** Part-time contract; November 4 2024 to April 30 2024 with the possibility of extending the position.

## THE BATA SHOE MUSEUM TORONTO

With an international collection of close to 15,000 shoes and related artefacts, the Bata Shoe Museum (BSM) celebrates 4,500 years of footwear history in four distinctive galleries. In addition to our popular permanent exhibition, *All About Shoes*, the museum has three galleries for changing exhibitions, ensuring that each visit to the museum offers a new experience. Currently, on view are *Art/Wear: Sneakers x Artists*, *Exhibit A: Investigating Crime and Footwear* and *Dressed to Impress: Footwear and Consumerism in the 1980's*. Through the creation of its innovative exhibitions, the BSM strives to enlighten and entertain visitors of all ages. For every shoe, there's a story. Discover thousands at the Bata Shoe Museum. Further information on the museum is available at [www.batashoemuseum.ca](http://www.batashoemuseum.ca) or [@batashoemuseum](https://www.instagram.com/batashoemuseum) on all social media platforms.

### 1) THE ROLE

The BSM is looking for enthusiastic and energetic Education Guides to lead our school and adult museum tours and programs. In addition to tours for schools and seniors groups, current program offerings available include 'Shoebox Bingo at the BSM' and 'Hands On,' along with other exciting talks and events.

As an Education Guide, you will:

- Assist with both public programming and private group bookings
- Facilitate museum tours, general programming and student full day programs
- Engage youth by showing excitement and enthusiasm for the content being offered
- Interact with audience members and solicit audience participation and feedback
- Create a warm and welcoming environment
- Set up and pack up the props, tables, chairs, AV systems and other things needed for each program/event
- Other duties as assigned

### 2) REPORTING

The Education Guides will report to the Education Assistant.

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## 3) HOURS

Each Education Guide will receive shifts between the hours of 9:00 AM and 5:00 PM Monday to Friday (number of shifts determined by the individual's availability and tour bookings available) with the possibility of evening and weekend work.

## 4) COMPENSATION

\$23.50 / hour

## 5) CANDIDATE SPECIFICATION

- Strong customer service skills with a proactive approach to public engagement.
- Experience working with children is considered an asset.
- Demonstrated creativity, curiosity, and flexibility.
- Strong interest in learning, with a passion for sharing knowledge in accessible ways for diverse audiences.
- Experience in a museum education setting is considered an asset.
- Successful completion of a criminal background check, including vulnerable sector screening (covered by the BSM).
- Committed to fostering a socially inclusive environment.
- Ability to engage with sensitivity and cultural awareness across diverse communities, including those with visible and non-visible dimensions of diversity.
- Flexibility to work shifts during the day, evenings, and weekends as needed.
- Comfortable performing physical tasks for extended periods.
- Highly motivated and enthusiastic with a positive attitude.
- Smart Serve and Food Handling Certification are considered assets.

## 6) TO APPLY

Please submit your cover letter and resume via email to Amy Prilika, Deputy Director & CFO, at [amy.prilika@batashoemuseum.ca](mailto:amy.prilika@batashoemuseum.ca). Ensure the subject line reads: "Education Guide – [Candidate's Last Name]." The application deadline is Friday, October 25, 2024.

Candidates selected for an interview will be notified by Monday, October 28, with interviews scheduled for October 30 and November 1. We sincerely thank all applicants for their interest; however, only those selected for an interview will be contacted.

The Bata Shoe Museum is proud to be an equal opportunity employer. We celebrate diversity and we remain committed to creating an inclusive environment for all employees. We select applicants based on their skills, knowledge, and commitment. We also recognize that candidates may request accommodations in order to participate to the best of their abilities. As per provincial and national human rights guidelines, reasonable workplace accommodations and adjustments will be granted.