



**SHERBROOKE VILLAGE RESTORATION COMMISSION**  
**Internal Job Competition**

**Senior Interpreter (Visitor Reception Centre)**

**Full time seasonal position**

The Visitor Reception Centre is where visitors are to be initially greeted and immersed into 1860's life, creating a unique and memorable first impression. Visitors will then be invited to a comfortable space for a friendly, personalized Village Concierge service to discuss their museum visit options. The Senior Interpreter in this group will be responsible for achieving this high-quality orientation service, and will work closely with colleagues to implement this vision for the Visitor Reception Centre. Communication with other functional areas will also be key to ensure continuity and awareness of daily offerings.

**Position:** This is a full time seasonal position, normally 17 weeks in duration.

**Salary:** \$18.19/hour.

**Start Date:** Spring 2019, TBD

**Reporting to:** Robin Anderson, Director of Visitor Experience

**Application Process:** Your cover letter should highlight how the applicant clearly meets the Statement of Qualifications listed below. Cover letter and resume may be sent to [robin.anderson@novascotia.ca](mailto:robin.anderson@novascotia.ca) or delivered in person to the Sherbrooke Village Administration Office by 4pm on Friday, March 1, 2019 (Attn: Director of Visitor Experience). We thank all those that apply. Only those selected for further assessment will be contacted. Please be aware that Selection Board knowledge of the candidate's knowledge, abilities, and personal suitability may be used as part of the assessment process.

*This position will be staffed for a one season term in 2019 with the possibility of change in status to an indeterminate seasonal position in the future.*

**Statement of Qualifications:**

Education:

- High School Diploma or equivalent.

Experience:

- Demonstrated experience in personalized concierge and/or retail service
- Demonstration of leadership attributes

Knowledge:

- Knowledge of all Sherbrooke Village offerings and daily operations
- Knowledge of current interpretation techniques and approaches
- Knowledge of emerging Visitor Reception principles

Abilities:

- Ability to inspire staff in the delivery of amazing introductory 1<sup>st</sup> person visitor experiences
- Ability to interpret life in the 1860s and to provide modern-day orientation of museum offerings
- Ability to collaborate with other functional areas within the organization
- Ability to work with POS (Point of Sale) system
- Ability to inspire colleagues to collectively strive for excellence

Personal Suitability:

- Exercises sound judgment.
- Makes things happen.
- Strives for excellence
- Takes responsibility
- Personally connects with others