

Job Posting – Museum Education and Programming Intern

Kelowna Museums Society, 470 Queensway Ave, Kelowna, BC, V1Y 6S7

The Kelowna Museums Society is located on the unceded territory of the Syilx/Okanagan people in the heart of the Okanagan Valley. Our mission is “to provide the public with educational exhibitions and programs that foster personal participation, stimulate curiosity, and engage the senses with the cultures, histories, and possibilities of the Okanagan region.”

The Museum Education and Programming Intern will assist in supporting the museum's commitment to excellence in public programming. A key focus of this internship will be the development of a dynamic new 'Kid's Club' program. This project involves conducting research, community engagement, analyzing data and writing reports to inform program design, with a focus on developing creative, interactive activities for children aged 6-12. The intern will also assist with delivering existing school and public programs and will gain valuable experience by shadowing staff in other museum departments for a well-rounded understanding of museum operations.

Main Duties:

- Research museum education best practices, particularly as they related to children
- Engage in community consultation
- Develop museum-based activities for children
- Develop visual material and written guides for activities
- Help update and deliver core school and public programs
- Occasionally assist other museum departments

Requirements:

The intern must have successfully completed post-secondary school training in a recognized museum studies, education or history program.

- Strong research and computer skills (intermediate or higher)
- Excellent written and verbal communication skills
- Flexible and organized
- Ability to work independently and as a team member
- Ability to work in different environments
- Experience working with children
- Demonstrate cultural sensitivity
- Clear Vulnerable Sector police record check
- Maintains health and safety standards

This position is funded by the Government of Canada's Young Canada Works Building Careers in Heritage program. Applicants must meet the following criteria to be eligible for the internship:

- be a Canadian citizen or a permanent resident, or have refugee status in Canada;
- be legally entitled to work in Canada (have a valid social insurance number);
- be between 16 and 30 years of age inclusively at the start of employment; and
- be a college or university graduate (certificate, bachelor's, master's or doctorate).

Pay scale: \$21.99/hr

Duration: Full time (35 hrs/week for 11 months) May 1, 2025 to March 31, 2026

KMS is committed to providing a safe, respectful, inclusive, and healthy work environment. Please apply to hr@kelownamuseums.ca by April 1, 2025. The position is subject to receiving funding.