



Quinte Museum of Natural History

Join Our Team: Community Programs & Education Assistant

Organization: Quinte Museum of Natural History

Position Title: Community Programs & Education Assistant

Employment Type: Temporary Full-Time (Summer Position)

Program: Young Canada Works in Heritage Organizations (YCW-HO)

Location: Quinte West, Ontario

Wage: \$19/hour

Duration: Summer 2026 (May 20 – August 30, 2026) (35 hours/week)

About Us

The Quinte Museum of Natural History is dedicated to inspiring curiosity and fostering a deeper understanding of our natural world. Through engaging exhibits, and dynamic programming, we provide an enriching experience for visitors of all ages. Join us in our mission to inspire discovery, conservation, and stewardship of our natural heritage.

Position Summary

The Quinte Region Natural History Museum is seeking a motivated post-secondary student to join our team as a **Community Programs & Education Assistant** for Summer 2026. This position supports the delivery of on-site education programs and off-site community outreach during the museum's busiest season, with a focus on our feature exhibition, ***Expedition Alert***, and our community-focused **Roots of Resilience** initiative.

This is a hands-on, mentored position designed to provide meaningful experience in museum education, public engagement, and community-based learning.

Key Responsibilities

Under the guidance of museum staff, the Community Programs & Education Assistant will:

- Assist with the delivery of on-site education programs and activities connected to the *Expedition Alert* exhibition.
- Support informal learning experiences for families, youth, and general visitors.
- Assist with off-site educational outreach at community events such as pop-ups, festivals, and Pride celebrations.
- Prepare and organize program materials, activity guides, and outreach kits.
- Support public-facing education related to sustainability, biodiversity, and environmental stewardship through the Roots of Resilience initiative.
- Assist with basic program evaluation, documentation, and activity summaries.
- Participate in team meetings and program planning discussions.

The student will work alongside staff and will not be responsible for independent program leadership or unsupervised outreach activities.

Candidate Profile

The ideal candidate is a post-secondary student currently enrolled in, or recently graduated from, a program related to education, environmental studies, sustainability, biology, museum studies, public history, or community development.

The successful candidate will have:

- Strong oral communication skills in English.
 - Comfort engaging with the public in a variety of settings.
 - Basic computer skills (email, word processing, documentation).
 - A valid driver's licence to support off-site outreach activities.
 - An interest in natural history, environmental education, or community engagement.
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What You'll Gain

- Hands-on experience in museum and community-based education.
 - Skills in public engagement, program delivery, and outreach.
 - Experience working with a feature exhibition and environmental initiatives.
 - Professional mentorship in a small, dynamic museum setting.
 - Transferable skills relevant to careers in museums, education, and community organizations.
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Eligibility Requirements

This position is funded by Young Canada Works (YCW). Applicants must:

- Be legally entitled to work in Canada.
 - Be between 16 and 30 years of age at the start of employment.
 - Meet the eligibility criteria outlined by the YCW program.
 - Be registered in the YCW online candidate inventory.
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Why Join Us?

- Gain hands-on experience in museum collections management and preservation.
- Enhance your knowledge of fossils and paleontology while developing valuable professional skills.
- Work in a collaborative environment dedicated to education and conservation.

- Access mentorship and networking opportunities to advance your career in heritage and museums.
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Application Process

Submit your resume and cover letter to Deanna Way, Executive Director (deanna@quintemuseum.ca) by May 1, 2026. Please include "YCW Community Programs & Education Assistant Application" in the subject line.

Equity and Accessibility

We are committed to inclusive hiring practices and encourage applications from youth with disabilities, Indigenous youth, visible minorities, and new Canadians. Please let us know if you require accommodations during the application process.

Join the Quinte Museum of Natural History this summer and make a meaningful impact in the field of natural history and heritage preservation!