

STUDENT EMPLOYMENT: Kejimikujik National Park and National Historic Site Visitor Experience

Reference number: CAP17J-014889-000052

Selection process number: 2017-CAP-MNS-S-RM-STD-3

Parks Canada - Mainland Nova Scotia Field Unit
Kejimikujik National Park of Canada (Nova Scotia), Maitland Bridge (Nova Scotia)
SU-01 - Visitor Service Attendants, SU-02 - Visitor Experience/Interpretation Assistant-
Mi'kmaw Cultural Programming, SU-03 - Visitor Experience/Interpretation Assistant
Salary to be determined at the time of the hire and is based on the current academic level of the student. (<http://www.tbs-sct.gc.ca/psm-fpjm/pay-remuneration/rates-taux/student-etudiants-eng.asp>)

For further information on the organization, please visit [Parks Canada](#)

Closing date: 1 May 2017 - 23:59, Pacific Time

Who can apply: Who can apply: To be eligible, you must be:

- a full-time secondary or post-secondary student in an accredited institution
- currently recognized as having full-time student status by the academic institution in which you are presently enrolled
- returning to full-time studies in the next academic term
- the minimum age to work in the province where the job exists

All eligible students who have legal status to work in Canada. Please indicate in your application the reason for which you are entitled to work in Canada: Canadian citizenship, permanent resident status or work permit.

Important messages

When you apply to this selection process, you are not applying for a specific job, but to an inventory for future vacancies. As positions become available, applicants who meet the qualifications may be contacted for further assessment.

To submit an application on-line, please select the button "Apply Online" below.

Students who are in their final year of academic study and who are not intending to return to full-time studies are eligible to work part-time up until the time they graduate.

Duties

Kejimikujik National Park and National Historic Site is seeking highly motivated and outgoing students to join our team this summer as Visitor Service Attendants & Visitor Experience/Interpretation Assistants.

SU-01 - Visitor Service Attendants

Working as part of the Visitor Experience team, you will provide front line services to visitors. You will help organize, promote and execute special events and programs, share park stories and themes and assist in duties at visitor services facilities and day use areas acting as park ambassadors.

Welcome, orient and inform visitors of the significance and themes of the site as well as its facilities. Collect camping fees and perform other miscellaneous duties.

Provide custodial duties and security services. Respond to telephone inquiries. Perform end of day procedures with regards to revenue collection and deposit.

SU-02 - Visitor Experience/Interpretation Assistant- Mi'kmaw Cultural Programming

Working as part of the Visitor Experience team with focus on delivery of Mi'kmaw cultural programming and petroglyph protection/compliance, you will provide front line services and experiences for visitors. Specific duties will include but are not limited to:

Assisting Parks Canada staff in the delivery of Mi'kmaw Cultural interpretive presentations, Petroglyph Tours, and special activities.

Patrolling culturally significant sites and delivering key messages (including prevention and safety messages) about cultural resources in a positive way.

Providing visitors with opportunities to discover, appreciate, learn about Mi'kmaw culture and understand its significance to Canada.

Greeting and orienting visitors; delivering reception, orientation, public safety, compliance, and interpretive messages.

Roving and promoting programs, events, and facilities.

Assisting with special events programming.

SU-03 - Visitor Experience/Interpretation Assistant

Working as part of the Visitor Experience team with focus on delivery of natural and cultural interpretation programming, you will provide front line services and experiences for visitors.

Specific duties will include but are not limited to:

Assisting Parks Canada staff in the delivery of interpretive presentations, programs, and special activities.

Providing visitors with opportunities to discover, appreciate, learn about, and enjoy the place and its natural and/or cultural resources and understand its significance to Canada.

Greeting and orienting visitors; delivering reception, orientation, public safety, compliance, and interpretive messages.

Roving and promoting programs, events, and facilities.

Delivering key messages (including prevention and safety messages) about the site in a positive

way.

Assisting with special events programming.

Work environment

Canada is celebrating the 150th Anniversary of Confederation in 2017 and, this year, Parks Canada will be welcoming more visitors to our parks and sites than ever before. Working at Parks Canada in 2017 is an opportunity for you to experience this celebration along with your fellow Canadians and visitors from around the world.

Intent of the process

Interviewing will begin on March 1, 2017

Positions to be filled: 18

Information you must provide

Your résumé.

A covering letter in 800 words (maximum) "You must meet all essential qualifications in order to be appointed to the position. Other qualifications may be a deciding factor in choosing the person to be appointed. Some essential and other qualifications will be assessed through your application. It is your responsibility to provide appropriate examples that illustrate how you meet each qualification. Failing to do so could result in your application being rejected."

Contact information for 3 references.

You must meet all essential qualifications in order to be appointed to the position. Other qualifications may be a deciding factor in choosing the person to be appointed. Some essential and other qualifications will be assessed through your application. It is your responsibility to provide appropriate examples that illustrate how you meet each qualification. Failing to do so could result in your application being rejected.

In order to be considered, your application must clearly explain how you meet the following (essential qualifications)

Completion of a minimum of grade 11 high school.

Degree equivalency

SU-01 - Visitor Service Attendants

Experience in working in part of a diverse team.

Experience in working with the public.

Experience in public speaking
Experience in handling cash

SU-02 - Visitor Experience/Interpretation Assistant- Mi'kmaw Cultural Programming
Experience in the delivery of cultural and/or natural history demonstrations/presentations/programs
Experience working with, and/or learning from, First Nations Elders, preferably Mi'kmaw Elders.
Experience in working as part of a diverse team
Experience in travelling and/or working outdoors in a variety of climatic and geographic conditions;
Experience with computer equipment and software.
Preference will be given to Mi'kmaw students

SU-03 - Visitor Experience/Interpretation Assistant
Experience in the delivery of dynamic natural/cultural history programs/presentations to diverse audiences
Experience in working as part of a diverse team
Experience in travelling and/or working outdoors in a variety of climatic and geographic conditions;
Experience in public engagement and/or presentations
Experience with computer equipment and software

The following will be applied / assessed at a later date (essential for the job)

Various language requirements

SU-01 - Visitor Service Attendants: English Essential and Bilingual (English and French).

SU-02 - Visitor Experience/Interpretation Assistant- Mi'kmaw Cultural Programming: English Essential

SU-03 - Visitor Experience/Interpretation Assistant: English Essential – Preference may be given to bilingual applicants.

Information on language requirements

The following may be applied / assessed at a later date (may be needed for the job)

Parks Canada prohibits smoking in the workplace.

Willingness to work weekends, holidays and evenings as required.

Must wear a Parks Canada uniform or a period costume.

Rental accommodation may be available or must be willing to find own housing in the area.

Conditions of employment

Reliability Status security clearance

Possession of a valid class 5 driver's license

Other information

We thank all those who apply. Only those selected for further consideration will be contacted.

You will have to submit a proof of enrollment.

Persons are entitled to be assessed in the official language of their choice.

The Public Service of Canada is committed to building a skilled, diverse workforce reflective of Canadian society. As a result, it promotes employment equity and encourages candidates to indicate voluntarily on their application if they are a woman, an Aboriginal person, a person with a disability or a member of a visible minority group.

The Public Service of Canada is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the Public Service Commission or the departmental official in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.

We thank all those who apply. Only those selected for further consideration will be contacted.

Contact information

Laura Martin, Human Resource Advisor	Glenda Burt, Visitor Service Team Leader
hr.mnsfu@pc.gc.ca	glenda.burt@pc.gc.ca