



Central BC Railway & Forestry Museum

Job Title: Curatorial Intern

Location: Central BC Railway & Forestry Museum – 850 River Road

Terms: Temporary full-time position*.

Start Date: September 3, 2023

End Date: August 25, 2024

Salary/Rate: \$16.50 hour at 37.5 hours a week.

Requirements: A regular work week will include weekends

About Us:

Located at the confluence of the Nechako and Fraser Rivers, on the traditional territory of the Lheidli T'enneh, the Central BC Railway and Forestry Museum strives to preserve and highlight the interrelated nature of the Railway and Forestry industries, as well as their impact on our local landscape and people.

Our 8-acre tract at 850 River Road is ideally located just north of the CNR yards, quite close to downtown, and adjacent to Cottonwood Island Nature Park.

About the Role:

Under the direction of the Curator, the Curatorial Intern will take on the independent project of creating an in-depth condition report for each of our historic rail cars and buildings. Graduates with an interest in collections management and industrial history are encouraged to apply.

Main Activates:

- Contributing to daily building sanitation alongside other staff members
- Independently collecting information on artifact conditions according to a predesigned framework
- Statistical analysis and presentation of data
- Reporting and providing feedback on the data collection process



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Candidate Requirements:

- A recent graduate from a college or university program (preferably in the area of History/Anthropology/Human Geography/Curatorial/Museum Studies)
- Experience with data management systems/data entry
- Competence in MS Office (Excel and Word)
- Excellent oral and written communication skills
- Excellent record keeping and file management skills
- Strong organizational skills and demonstrated ability to prioritize tasks according to deadlines
- Strong attention to detail
- Strong analytical and critical thinking skills
- Ability to maintain confidentiality and use discretion with sensitive information
- Ability to work independently and as part of a team

The City of Prince George is the gateway to the North. It is a fabulous place to work and live. Near to hiking trails, rivers and numerous lakes, Prince George is enjoyed by many outdoor enthusiasts. Summer Festivals, Fall theaters and our city's art galleries, museums, symphony orchestra, and our University together create a vibrant cultural community. This is a community of opportunity.

The Central BC Railway and Forestry Museum is an equal opportunity employer. Please reach out if you have any concerns or special considerations.

Please send applications to:

Central BC Railway & Forestry Museum
Attn: Maria Martins
850 River Road
Prince George, BC
V2L 5S8
mmartins@pgrfm.bc.ca

Instructions for Applying Via Email:

Resume and Cover Letter need to be sent as an email attachment. Documents can be combined into one file or sent as separate items in .doc or .pdf format. Please indicate the position title (Curatorial Intern) and applicant name in the Subject Line of the email.