

Internship Offer



The McCord Museum is the museum of all Montrealers, a social history museum that celebrates life in Montreal, both past and present—its history, its people, and its communities. Open to the city and the world, the Museum presents exciting exhibitions, educational programming and cultural activities that offer a contemporary perspective on history, engaging visitors from Montreal, Canada and beyond. It is home to one of the largest historical collections in North America comprising over 200,000 objects and works of art, 2.15 million photographs, 3,500 rare books and 340 linear metres of textual archives, which make up its **Dress, Fashion and Textiles, Photography, Indigenous Cultures, Documentary Art, Material Culture, and Archives** collections. McCord Museum: Our People, Our Stories.

All of the McCord Museum's activities revolve around **six core values: diligence, integrity, inclusion, audacity, creativity and commitment.**

We offer an internship for a Day Camp Activity Designer

A chance to gain experience as part of the Education, Community Engagement and Cultural Programs team. The intern will help project managers plan activities for the 2023 summer day camp and will help prepare resources for camp counsellors and logistics. The McCord Stewart Museum Day Camp features unique, personalized programming that highlights the Museum's exhibitions and collections. Children aged 5 to 10 enjoy a one-of-a-kind experience at the Museum through a variety of creative workshops and fun activities.

Duties and Responsibilities

- Help project managers develop the program and design activities
- Familiarize oneself with the exhibitions and the content, and conduct research and complementary readings to carry out this task
- Suggest and develop tools for counsellors and create templates and documents that will help train counsellors
- Identify and procure the materials required for workshops
- Prepare and update training resources for the camp counsellors
- Prepare and update management and communication tools for the day camp
- Any other task related to preparing the program of activities

Employment Conditions

- Unpaid internship
- Part-time, around 21 hours per week, January 2023 to June 2023 (flexible, depending on program requirements and the intern's availability)
- Cultural benefits
- Stimulating environment with professional coaching

Qualifications and Profile Required

- University degree in cultural action, museum studies, education, recreation, or a related field (or underway)
- Proficiency in French and English, spoken and written, good written communication
- Proficiency with the MS Office suite (Word, Excel, PowerPoint)
- Interest in arts, culture, heritage and Montreal history
- Experience working with children and/or in day camps
- Interest in educational activities and participatory approaches
- Energy and creativity
- Team work and excellent interpersonal skills
- Strong planning and organization skills
- Independence and sense of responsibility

Diversity is an important value for the McCord Museum, and we encourage all qualified candidates to apply. All applicants are welcome, however we will only contact those retained for an interview.

Applications for the position will be accepted until **November 11, 2022** Please provide:

1. **Letter of intent**
2. **Curriculum vitae**

Send to Maria Luisa Romano, Head, Education, Community Engagement and Cultural Programs, by e-mail: maria.l.romano@mccord-

For more information on the McCord Stewart Museum,
please visit: musee-mccord-stewart.ca

We thank all those who will be submitting their applications in advance.



Alexis Walker, Associate Curator, Dress, Fashion and Textiles, preparing for the exhibition *Parachute: Subversive Fashion of the '80s*.

Marilyn Aitken, McCord Stewart Museum



François Vallée, Project Manager, Exhibitions, setting up the *Dior* exhibition.

Laura Dumitriu, McCord Stewart Museum



Anne MacKay, Associate Conservator, and Caterina Florio, Head, Conservation, in one of the Museum's conservation labs.

Marilyn Aitken, McCord Stewart Museum



Joanna Abrahamowicz, Cultural Mediator, during a historical tour.

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The exhibition *Indigenous Voices of Today: Knowledge, Trauma, Resiliences*

Marilyn Aitken, McCord Stewart Museum



The exhibition *JJ Levine: Queer Photographs*

Roger Aziz, McCord Stewart Museum

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