

## Job Opportunity

### Museum Interpreter I – (Visitor Services Casual Call-in)

#### Salary

CG-21 (\$21.65 – \$23.58 per hour)

Shift differentials apply to staff who work evenings and weekends.

#### Closing Date

May 15, 2026 at 4:00 PM

#### Duties

Reporting to the Visitor Services and Volunteer Supervisor, this position provides front-line customer service and general reception to adults, children, tourists, and both large and small groups. The Museum Interpreter I provides information about exhibitions, programs, events, tickets, memberships, and related services. Experience with POS systems, cash handling, and reconciliation is an asset.

This position also conducts weekly guided tours of The Rooms exhibitions, as well as private tours as prearranged.

The Museum Interpreter I works closely with other staff and volunteers to support The Rooms public and education programs and is a valued member of the Visitor Services team. Interpreters must be professional; possess excellent communication and presentation skills; and demonstrate knowledge, discretion, and good judgment in matters of policy, procedure, and confidentiality. They may be asked to perform other duties as assigned.

**This is a casual, on-call position. Interpreters are required to work weekdays, evenings, and weekends. The role is not restricted to summer, and successful candidates can expect year-round work.**



## Qualifications

- Post-secondary coursework in history, heritage, folklore, Newfoundland and Labrador studies, museum studies, education, Indigenous studies, or cultural geography is an asset
- Bilingual French/English is an asset
- Minimum of 1–2 years of relevant experience, ideally working with the public in a retail setting, museum, art gallery, or archives
- Experience with POS systems and cash counting/handling
- Tour guide experience is an asset
- Knowledge of the history, arts, and culture of Newfoundland and Labrador

### Candidates should also demonstrate:

- Strong computer skills (Microsoft Office Suite)
- Sound decision-making abilities
- Excellent oral and written communication skills
- A proven ability to establish and maintain effective working relationships while working independently, as part of a team, and with the public

**Equivalent combinations of qualifications and experience may be considered.**

## Additional Information

- The schedule for this position is part-time, up to 20 hours per week.
- Candidates must be available to work evenings, weekends, weekdays, and statutory holidays.
- A valid (issued within the previous 12 months) Criminal Record Screening and Vulnerable Sector Check from a law enforcement organization is required.
- This bargaining unit position is part of the NAPE – General Service Collective Agreement.

## Inquiries/Applications:

Questions regarding this opportunity and/or expressions of interest, including a cover letter and résumé, should be directed to:

Debbie O’Rielly  
Visitor Services and Volunteer Supervisor  
[debbieorielly@therooms.ca](mailto:debbieorielly@therooms.ca)

