



We're hiring!



Collections Technician, Archeology

Research and Collections

ME-04 - \$64,155 to \$77,976 per year

Temporary Full-time position (37.5 hours per week)

Contract ending March 31, 2027. Please note that there may be a possibility of an extension.

Work Location : Natural Heritage Campus (NHC) - Gatineau, QC

Selection process number: 2090-CMN-24-OC-072

Your place at the Museum

We value diversity and believe we benefit from working in a place where everyone feels included and where the unique qualities and strengths inherent in a diverse workforce are combined. We welcome applications from persons who may identify as a member of one or more other equity seeking groups (for e.g. women, visible minorities, Indigenous peoples, persons with disabilities, 2SLGBTQIA+, religious or cultural minority).

You have a place at the Museum!

About the position

We are seeking a reliable and detail-oriented individual to join our team, providing technical support and management assistance for the Nunavut Archaeology Collection, one of the Government of Nunavut's territorial heritage collections for which the Canadian Museum of Nature is currently the official repository. This role will focus on the careful handling and monitoring of artifacts, developing innovative storage solutions, and maintaining accurate data entry.

The collection is co-managed with the Inuit Heritage Trust, offering an exciting opportunity to work with a key piece of Nunavut's rich cultural history.

In addition to supporting the Archaeology Collection, this role will assist with the management of other heritage collections, ensuring that the museum fulfills its responsibilities to the Government of Nunavut.

Working at the museum means:

- Contributing to an engaging mission as well as exciting projects and challenges
- An inclusive, friendly and safe work environment
- A competitive salary established by collective agreements
- Access to federal public service group insurance and pension plans

Eligibility criteria

This position is open to all Employees of the Canadian Museum of Nature and any members of the public who meet the qualifications below. Preference will be given to Inuit persons who meet the qualifications below.

**Candidates must be legally entitled to work in Canada.*

Education and training:

Graduation with a degree from a recognized university with specialization in archaeology, heritage studies, or museum studies, or a demonstrated equivalent combination of education, training and experience. Equivalent experience can include years of work or lived experience in working with Inuit archaeological objects and in learning about Inuit heritage.



Language requirements:

Due to the requirement to communicate directly with members of the Government of Nunavut and the Inuit Heritage Trust, English is essential.
Proficiency in French and/or Inuktitut an asset.

Experience:

- Experience in a museum/conservation/collections management setting (work with archaeological objects as components of a formal collection, whether held by a museum, university, private institution, etc.);
- A minimum of one year's hands-on experience in museum collections care duties, including receiving incoming archaeological assemblages, preparing housings for artifacts and archaeobiological specimens, monitoring object condition;
- Experience in database use and archaeological information management;
- Experience in archaeological fieldwork and the processing of archaeological finds (artifacts, ecofacts);
- Experience and ability in archaeological object handling and transport.
- Experience in liaising with different internal and external parties
- Experience working with Indigenous organizations is an asset.

Interested? APPLY!

The Canadian Museum of Nature is committed to inclusive and barrier-free selection processes and work environments. If you are invited to participate in the selection process, we encourage you to advise us of any accommodation you may require. This information will be treated as confidential.

The Statement of Qualifications, providing greater detail about the skills, knowledge and aptitudes needed for this role, can be obtained by contacting the Museum at competition@nature.ca.

All candidates must submit a cover letter and curriculum vitae outlining how their experience and training meet the requirements listed above.

We look forward to learning more about you during the selection process. In your cover letter, please indicate if you are an Inuit candidate. We also encourage you to complete the **Self-Declaration for Employment Equity Group Members** on the application form.

To help us improve our recruitment practices, you are also invited to indicate how you learned about this opportunity.

Send your application by filling in the [form on the Museum's Careers](#) page where you can upload your cover letter, curriculum vitae and any other required documents.

To honour the Principles of Truth and Reconciliation* the assessment of Inuit heritage, if applicable, may be conducted prior to appointment.

[*What we have learned : principles of truth and reconciliation.: IR4-6/2015E-PDF - Government of Canada Publications - Canada.ca](#)

Canada

Apply Now !
CLOSING DATE:
February 2, 2025