

Position Title: Educational Programming Assistant  
Start date: 2026-06-01  
End date: 2026-08-29

### Job Description

The Educational Programming Assistant will support the development and delivery of educational programming, focusing on weekly children's craft activities and self-guided walking tour materials. The position offers hands-on experience in program planning, research and writing, visual content creation using Canva, and public engagement. No previous museum experience is required.

### Key Responsibilities

- Design, prepare, and deliver weekly children's craft activities
- Research, write, and update self-guided walking tour pamphlets
- Create promotional posters and social media posts using Canva
- Support public programs and visitor engagement
- Assist with front desk coverage and opening/closing duties as needed

### Qualifications

- Eligibility for Young Canada Works in Heritage Organizations (Must be a full-time student under 30 years of age at the start of employment, and returning to studies in the fall)
- Student or recent graduate in education, early childhood education, history, or a related humanities or social sciences field.
- Interest in education, history, and community programming

Youth who self-identify as disabled, LGBTQIA2S+, Indigenous, visible minorities, or new Canadians are strongly encouraged to apply. The Mahone Bay Museum is an equal opportunity employer and aims to have at least 50% of its staff self-identify as one of these equity groups.

### How to Apply

Interested applicants should send a resume and cover letter to Grace Armstrong, Manager and Curator, via e-mail at [mahonebaymuseumjobs@gmail.com](mailto:mahonebaymuseumjobs@gmail.com). Please apply as soon as possible; interviews will begin in April 2026 and continue until a suitable candidate is found.

For more information about the Mahone Bay Museum, visit:  
<http://mahonebaymuseum.com>