



Job Posting Part-Time Historical Interpreter

Eldon House is seeking enthusiastic individuals to join our team as Historical Interpreters. The individuals we seek must be motivated to champion Eldon House in our community. You will be energetic, forward thinking and have a genuine ability to engage the community, your co-workers and our stakeholders. This is an exciting opportunity for an individual seeking a unique opportunity in London's oldest home and heritage Museum.

Summary:

Reporting to the Curator Director, the Part-Time Historical Interpreter supports the Program and Museum Coordinators in the day-to-day operations of Eldon House, including assistance with programming and interpretive activities at London's oldest home and heritage museum. Eldon House has a team of Part-Time Historical Interpreters, who work periodically to ensure the museum is open and available to the public during regular and event hours of operation throughout the year. **Please note: there is no guarantee of regular hours for this role, as shifts are scheduled on an as-needed basis. Candidates must have some availability on weekdays and weekends.**

Key Objectives:

- Conducts tours interpreting exhibits and artifacts, as suggested by the Curator.
- Liaises with the Heritage Site Coordinator and fellow interpreters in the planning and development of public and educational programming.
- Deliver, as required by the Curator and Heritage Site Coordinator explanation of exhibits, guided tours and participation in planning or delivery of special events.
- Light cleaning and general maintenance of museum.
- Prepares daily attendance reports, cash receipts and activity registration.
- Handles public inquiries related to Eldon House programs and history.
- Supports volunteer and fundraising initiatives for the site.
- Attends professional development training and briefings, as required.
- Assists with assigned research projects.
- Actively participate in health and safety.
- Participates in monthly Staff meetings.
- Ensures COVID-19 procedures and policies are observed with regard to Health Regulations, Sanitization and Capacity restrictions.
- Performs other related duties, as assigned.

Qualifications:

- A post-secondary education in history, art, education, museum studies or related field preferred.
- Excellent interpersonal, organizational, and time management skills, with written and oral ability to communicate effectively with co-workers, stakeholders and the public.
- Capacity to work independently and collaboratively.

- Must be able to lift up to 25 lbs.
- This position requires significant periods of sitting and standing.
- Must be reliable and available to work days, evenings and weekends.

Assignment:

This part-time position is part of the CUPE bargaining unit. The hours are periodic, depending on a cycle of seasonal programming. The salary range is defined in the Collective Agreement. The starting wage for this position is \$20.91/hour.

The following experience would be considered an asset:

- Working in a museum or heritage sector setting
- Event experience for an arts, heritage or not for profit organization
- Sound knowledge of computer and web based programs
- Experience in an education environment

Please submit applications including Resume and Cover Letter in writing via email by 5:00 p.m., Monday, September 25, 2025 to:

Nicoletta Michienzi
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