



Nelson Sports Collection Assistant

PT contract position

14 hours/week (2 days/week) @ \$16.50/hour

May – Dec, 2021

The Nelson Sports Collection Assistant will join the team at Touchstones Nelson: Museum of Art and History and will have the primary objective of assisting with the integration of the Nelson Sports Museum into the collection and care of Touchstones Nelson Museum. Once the transition has been completed, the Assistant will assist the Museum Archivist, Curator and programming team in the development of new exhibitions, new didactic information, and tours (COVID-19 protocols dependent) of the 2 Nelson Sports Collection display areas.

Responsibilities

- Work collaboratively with Archivist/Collections Manager and Collections Committee to assist with the transition of the Nelson Sports Museum into the care of Touchstones Nelson Museum.
- Assist with documentation and digitization of the Sports Collection
- Develop and implement tours for the public (COVID-19 dependent)
- Assist with the development of Collection displays, didactic information, and programming.
- Assist the Archivist/Collections Manager with

Attributes

- Excellent communication and team working skills
- Good public speaking skills (for tour guiding)
- Demonstrated interest in history
- Knowledge of the sports community and history of sports in the area an asset
- Knowledge of archival and collections management best practices an asset

Application deadline: April 23, 2021

Please submit your cover letter and resume to:

Jean-Philippe Stienne, Archivist and Collections Manager

collections@touchstonesnelson.ca