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Q 11211 142 STREET NW EDMONTON, AB T5M 4A1

4 780-452-9100

POSTING NO.: ESSF 1689 AFFILIATION: CSU52

The Edmonton Space & Science Foundation Sleepover Supervisor Part-Time – Evenings/Overnights Up to 2 Positions

TELUS World of Science – Edmonton (TWOSE) is located in amiskwacîwâskahikan $all^{\cap}b.\dot{\cap} \not a^{\wedge}b^{\parallel}\Delta b^{\Rightarrow}$ in Treaty Six Territory and the Métis Homeland. We are the destination to engage Albertans' hearts and minds in science, with a mission to ignite curiosity, inspire discovery, celebrate science, and change lives.

Our guests are diverse and so are we. TWOSE is deliberate in building a culture that is diverse, equitable, and inclusive. Science is for everyone, and we need team members with diverse perspectives, identities, abilities, and expressions. As such we encourage Black, Indigenous, and racialized peoples, persons living with disability and neurodiversity, women, sexual and gender minorities, and members of all minority groups to apply.

POSITION SUMMARY:

When the Science Centre closes... the ultimate sleepover experience begins! Sleepover Programs at TELUS World of Science – Edmonton provide an opportunity for school and community groups to embark on their very own night at the (science) museum as they spend a night in one of our exhibit galleries. The Sleepover Supervisor plays a key role in the success of these programs, staying overnight while the groups are in the building to provide supervisory and leadership assistance during the sleepover.

The ideal candidate is a night owl (or even a student with lots of homework!) who has strong leadership and independent decision making skills. Their customer service skills are second to none and they are safety conscious to ensure that these very important guests have an exceptional experience of our facility.

DUTIES AND RESPONSIBILITIES:

- Supervise the sleepover group over the evening hours of the sleepover.
- Assist in the setup of materials for sleepover programs (demonstration materials, group activities, etc.).
- Supervise the group on excursions to areas in the building.
- Ensure the safety and wellbeing of all sleepover participants over the evening.
- Supervisor must remain awake and attend to any of the needs of the group participants over the evening.
- Must organize and coordinate the group in the morning and guide them to Purple Pear for breakfast.



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- Maintain security of the building over the evening.
- Other duties as required.

QUALIFICATIONS:

Knowledge and Abilities:

- Exemplary customer service skills.
- Excellent public relations skills (related training preferred).
- Ability to communicate effectively, in both oral and written English.
- Must possess a high technical aptitude. Working knowledge of computers, audio and video equipment, etc. is an asset.

Education and Experience:

- High school diploma and 1 or more years' post-secondary education.
- Experience working with young children and groups.
- Current Standard First Aid Level C with CPR & AED is required.

Note: A clean Police Information Check including the vulnerable sector is a condition of employment for successful candidates. The check must be completed prior to commencement of work and is the financial responsibility of the candidate.

COVID-19 Notice: TELUS World of Science - Edmonton has implemented a COVID-19 Vaccination Policy. Employees must be fully vaccinated against COVID-19 and provide proof of vaccination. Please note that this policy applies to all employees, including new hires, and volunteers. If your application is successful, you will be asked to provide proof of vaccination or request an exemption.

Note: The successful candidate must also meet all requirements for ESSF 1688. Flexibility will be required in order to work in both positions (Community Programs Presenter and Sleepover Supervisor). Individuals cannot be hired solely in one role.

Wages: \$17.28-\$21.42 per hour, based on 2017-2022 Collective Agreement (PT130).

Hours of Work: Weekend and weekday overnights – up to 25 hours per week. Hours are dependent on bookings.

Opening Date: January 4, 2024

Closing Date: January 18, 2024 or until suitable candidate is found

How to Apply: hr@twose.ca

Please include cover letter and resume in one document. We thank all applicants and advise that only those selected for an interview will be contacted.