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<b>Anticipated start date:</b>	November 25, 2021	<b>Terms of employment:</b>	Full-time permanent
<b>Starting wage:</b>	\$17.00/hour; commensurate with experience	<b>Number of positions:</b>	1
<b>Application deadline:</b>	November 10, 2021		

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## About The Exploration Place and the Biome:

As the largest museum and only science centre in Northern BC, The Exploration Place has taken a leadership role in the region and has offered quality programs and services for over two decades. The Exploration Place is a charitable organization with a mission to provide learning opportunities that foster an understanding of significant past and current issues shaping our community by linking experiences within the Regional District of Fraser-Fort George to the world in a unique, participatory Museum of regional history, science, and technology. You will be joining a team of enthusiastic and passionate individuals whose goal is to work together for the success of all departments and have fun doing it! This position is ideal for a safety-conscious, neat, punctual, organized, animated, fun, resourceful person with experience in animal husbandry. You have a passion for working with animals and supporting the meaningful programs and services we offer. You will be part of a team that makes a positive impact in our community.

The Exploration Place's Biome gallery is home to over 20 Animal Ambassadors and counting, whose job is to represent their species by interacting with our visitors during demonstrations and educational programs. Our Animal Ambassadors are the most unusual (and most popular) members of our team—those who sport exoskeletons and eat mice! They play a key role in connecting people of all ages with nature, environmental conservation, and the issues influencing each species and their native habitats. Each animal helps us spark a life-long interest in learning.

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## Who are we looking for?

We are seeking a detail-oriented, energetic, enthusiastic, and motivated person who has a passion for animal care and handling, customer service, community engagement, culture, and science. Everyone plays a role in The Exploration Place's daily operations. We are seeking someone who is comfortable working with the public and colleagues in different departments to help meet our shared goals.

We are looking for a team player who is comfortable working with furry, feathered, and scaly Animal Ambassadors—those with eight legs, six legs, four legs, two legs, and no legs! You will be working under the direct supervision of the Manager – Biocultural Collections, and in collaboration with your fellow Keeper, our veterinarian, Curator, CEO and Leadership team. You are creative, detail-oriented, organized, complete tasks in a timely manner, are independent and yet flexible and collaborative.

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## What are the hours and benefits?

This is a permanent, full-time position with a Thursday-Monday workweek that may be adjusted to reflect our hours of operation once our building reopens to the public. A regular workday is 8 hours, with a 30-minute unpaid lunch break. Occasional extended hours and evenings for museum events will also be required.

After a 3-month probationary period, benefits include:

- Extended health and dental benefits
  - Employee Assistance Program (EAP)
  - Vacation accrual of 2 weeks (80 hours) annually
  - Sick leave of 10 days (80 hours) annually
  - Annual Membership to The Exploration Place
  - Staff discount in our gift shop
  - Professional Development opportunities related to this position and the museum and science centre industry
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## **About the job:**

The Keeper is responsible for the care, handling, and recording of the health and wellness of Animal Ambassadors at The Exploration Place. The Keeper will also provide educational outreach when appropriate and work to enhance the visitor's experience at The Exploration Place through interaction and engagement related to our community, science, and history.

Must present a friendly demeanour while interacting with visitors of all ages. Must embrace and model outstanding customer service to all and be willing to provide solutions to whatever comes your way.

## **The successful applicant will be responsible for the following:**

- Handling of Animal Ambassadors
- Ensuring the safety of Animal Ambassadors, visitors, and staff in the Biome
- Maintain animal enclosures, including cleaning and disinfecting
- Maintain cleanliness in the Biome
- Document care of Animal Ambassadors in daily logs
- Maintain water quality in aquatic and semi-aquatic enclosures
- Maintain appropriate temperature and humidity in animal enclosures
- Prepare and distribute food to Animal Ambassadors
- Assist in the control and eradication of pests
- Monitor and record information pertaining to Animal Ambassadors, including their general appearance, feeding patterns, and behaviour
- Provide enrichment for Animal Ambassadors where appropriate
- Provide training for Animal Ambassadors where appropriate
- Assist veterinarian in examinations where appropriate
- Administer prescribed medications, supplements, or treatments where appropriate
- Ensure that biosecurity protocols are being followed
- Ensure CAZA regulations are being adhered to
- Report any abnormalities, outstanding incidents, or concerns and relay all noteworthy information to the supervisor
- Assist in developing written guides on practices and procedures surrounding Animal Ambassadors that will be easily accessible to staff
- Assist with updating care manuals as necessary
- Work to enhance the visitor's experience at The Exploration Place through interaction and engagement that relates to our community, science, and history
- Help to plan, coordinate, and deliver public programs, outreach, presentations, and other activities involving Animal Ambassadors and related subjects
- Work with marketing staff to develop and implement strategies to promote The Exploration Place where appropriate
- Aid with various special events as necessary
- Perform other daily routine duties including general guest services and supervision, cleaning and maintenance, coverage for front desk, etc. as necessary
- Represent the museum with the utmost integrity, exemplifying the values and mission of our organization
- Other duties as assigned

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## **Knowledge, skills, and abilities we are looking for:**

- Canadian Citizenship or permanent residence status
- Willing to submit to a criminal record check
- Training and/or experience related to animal husbandry
- Possess a sound knowledge of science
- Experience with Microsoft Office Suite
- Excellent organization skills
- Strong leadership skills
- Self-motivated team player

- Strong written and oral communication
  - Ability to handle stressful situations while working in a fast-paced, customer-orientated facility, in cooperation with other staff and departments
  - Must be friendly and possess strong interpersonal skills to deal tactfully and effectively with visitors
  - Ability to work closely and communicate respectfully with The Exploration Place team at large
  - Possess excellent time management and multi-tasking skills
  - Be familiar and comfortable with communication and collaboration tools such as Zoom and SLACK
  - Must show flexibility when asked to perform other tasks as needed
  - Ability to work evenings, holidays, and weekends as scheduled
  - Be able to lift and/or move up to 50 pounds on select occasions and stand for long periods of time
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**The following will be considered an asset for this position:**

- Experience working with the public
  - Experience developing educational programs
  - Experience working with children
  - Post-secondary education in a scientific field of study
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**All offers are subject to satisfactory completion of reference, police criminal record checks, and proof of COVID-19 vaccination.**

***Only successful applicants will be contacted. Please email your resume, cover letter, and three references to:***

Attn: Chad Hellenius, Manager – Biocultural  
Collections

EMAIL: [chad.hellenius@theexplorationplace.com](mailto:chad.hellenius@theexplorationplace.com)

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