

## Astronomer

<b>Job Title:</b>	Astronomer	<b>Company:</b>	H.R. MacMillan Space Centre
<b>Industry:</b>	Museum/Space Science Centre	<b>Position Type:</b>	Full-Time
<b>Location:</b>	1100 Chestnut Street, Vancouver, BC. V6J 3J9	<b>Date Posted:</b>	July 04, 2024
<b>Starting Salary:</b>	\$28.47 per hour plus Benefits	<b>Posting Expires:</b>	August 04, 2024
<b>Pay Range (Steps 1 to 5)</b>	\$28.47-\$33.33		

### Job Description

#### Position Overview

Learning is an important aspect of the H.R. MacMillan Space Centre mandate. Every day visitors of all ages are engaged with a sense of wonder about the universe, our planet and space exploration. Reporting to the Director of Learning Services, the Astronomer performs specialized work in providing on-site technical (such as Uniview Software and Telescope) and scientific support to Space Centre public and school programs, media relations, staff, research activities and multi-media productions.

An incumbent of this class engages in a variety of on-site activities including developing, planning, evaluating and executing programs and events in collaboration with the learning services team. Working with the staff in Learning Services, the Astronomer is expected to act with initiative, work on-site both independently and as part of a team. Considerable independence and action are exercised within the parameters of established policies and procedures while more difficult or unusual problems are referred to a superior who reviews work for quality of services provided and achievement of desired objectives.

#### About H.R. MacMillan Space Centre

For over 50 years, the H.R. MacMillan Space Centre has been the main attraction for all and everything related to astronomy, space, and science. Here at the Space Centre, we merge art, culture, and science as vehicles to inspire others to learn about our universe through our programs/shows, activities, demonstrations and interactive exhibit experience. We are a relatively small-sized lean crew that emphasizes the quality of our service and ensures the customer experience is top quality.

#### Our Commitment to Employment Equity

- At the HR MacMillan Space Centre we sincerely believe that diversity, equity, and inclusion (DE&I) must be a part of how we function and operate as an organization. As such, were committed to ensuring that all qualified applicants regardless of race,

colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, age, or any other identifiable characteristics are encouraged to apply for employment at the HR MacMillan Space Centre.

### **Duties and Responsibilities**

Include but are not limited to:

- Answer media, staff and public inquiries about astronomy and space science
- Prepare and present public presentations.
- Develop new content and revise existing content for school and public programs
- Research astronomical events and prepare related material related to a variety of media including print, email, website, and social media outlets
- Assist with the programming and operations of the Gordon Southam Observatory such as making notes for Interpretive staff and telescope troubleshooting.
- Develop, plan, evaluate, and execute programs and events. This includes assisting in the production of multi-media shows; organizing activities that promote community interest in astronomy and space sciences; assisting with the development of astronomy and space science related resources; and communicating current information about astronomical events and space science news.
- Performs related work as required.

### **Qualifications**

- Completion of a university degree in astronomy, supplemented by sound related experience, preferably in a science centre environment, or an equivalent combination of training and experience
- Experience in working with children or an equivalent combination of training and experience is preferred.
- At least 1 year of prior museum or education-related experience is preferred.
- At least 1 year of prior experience in the use of Microsoft Word, Excel and Outlook.
- Must be able to work in Canada.
- Must be able to communicate both written and verbally in English.
- Minimum of 19 years of age.
- Must be willing to work on-site on mornings, afternoons, evenings, and weekends.
- Valid BC Class 5 driver's license is an asset.

### **Knowledge and Skills**

- Considerable knowledge of astronomy and space science are mandatory.
- Strong organizational, problem solving, technical and oral communication skills
- Sound knowledge of principles, methods, and procedure involved in developing programs, special events and multi-media shows
- Ability to research subjects related to astronomy and space sciences.
- Able to work independently and in teams.

- Able to work under time constraints and in a timely manner.
- Able to communicate effectively with children and adults.
- Working knowledge of HR MacMillan Space Centre policies, regulations and equipment as they relate to the work performed.
- Working knowledge of Microsoft Teams and Zoom is an asset.
- Must have the ability to maintain confidential information regarding clients, other employees; and the ability to adhere to the Space Centre's confidentiality Agreement.
- Able to successfully complete training in various formats of our programming.

**Abilities and Physical Demands:**

- Ability to respond to media and public inquiries
- Ability to communicate effectively with groups and individuals
- Ability to establish and maintain effective working relationships with a variety of internal and external contacts
- Physically and emotionally fit to work.

**Working conditions**

- Must be able to work on-site at the H.R. MacMillan Space Centre.
- Work atmosphere is professional and cordial.
- The employee will report to the Learning Services Director.

**Work schedule:**

- On-Site
- Mornings, Days, Evenings, and/or Weekdays or Weekends.

**Training:**

- On-site and on-the-job training

To Apply, please email Resume to the HR and Operations Director (Monty Puaar):  
careers@spacecentre.ca