



We're hiring!



Head, Design

Experience and Engagement

ME-07 - \$91,589 to \$112,329 per year

Temporary full-time position (37.5 hours per week)

1-year contract, with possibility of permanent employment

Work Location: Victoria Memorial Museum Building (VMMB) - Ottawa, ON

Selection process number: 2090-CMN-25-OC-014

Your place at the Museum

We value diversity and believe we benefit from working in a place where everyone feels included and where the unique qualities and strengths inherent in a diverse workforce are combined. We welcome applications from persons who may identify as a member of one or more other equity seeking groups (for e.g. women, visible minorities, Indigenous peoples, persons with disabilities, 2SLGBTQIA+, religious or cultural minority).

You have a place at the Museum!

About the position

Reporting to the Director, Content & Digital Strategies, the Head, Design (HD) leads the development and implementation of innovative 2D and 3D design solutions for CMN exhibitions, from conceptual phase through detailing, fabrication and installation, for the purpose of advancing the Museum's mission to promote awareness, understanding and appreciation of the natural world. The Head, Design works closely across the Content & Digital Strategies department, and with other CMN departments, to ensure that exhibitions are relevant and engaging.

The HD plans, manages and directs the work of project teams in the creation, development, adaptation, upgrade, production, implementation and review of sections, or components, of CMN and partner signature, special, temporary, and travelling exhibitions and as well as permanent gallery renewal projects.

The Head, Design is responsible for the leadership and line management of a multi-disciplinary team focused on Exhibition Design.

Working at the museum means:

- Contributing to an engaging mission as well as exciting projects and challenges
- An inclusive, friendly and safe work environment
- A competitive salary established by collective agreements
- Access to federal public service group insurance and pension plans

Eligibility criteria

This position is open to all Employees of the Canadian Museum of Nature and any members of the public who meet the qualifications below.

**Candidates must be legally entitled to work in Canada.*

Education and training:

Completion of post-secondary degree/diploma in Industrial Design, Interior Design, Architecture or a related discipline relevant to Exhibition Design.



Language requirements:

English and French are essential
Bilingual imperative (CBC/CBC)

Experience:

- 5-10 years experience leading the creation of a scenographic vision for innovative permanent galleries, special and temporary exhibitions as well as travelling shows.
- 5-10 years experience in design leadership, through design development, preparation of plans, working drawings and tender documentation, as well as supervising fabrication, production, and installation of large-scale projects.
- Experience in supervision and leadership, overseeing a creative team through design, development, and implementation.
- Experience managing and directing the work of multi-disciplinary project teams and collaborating with a broad representation of staff, management, and contractors.
- 2-3 years experience within a museum, science centre or other public cultural institution environment.
- Experience with museum exhibitions and their construction techniques, collections and conservation requirements, physical and digital interactives, AV equipment, and other exhibition media.
- Experience in the adaptation of existing exhibitions for a venue and remediation projects to upgrade permanent galleries.
- Experience in fabrication management, preparation and presentation of forecasts, budgets, schedules, and requests for proposals.

Other requirements

The candidate may have to work some weekends and/or evenings/nights

Interested? APPLY!

The Canadian Museum of Nature is committed to inclusive and barrier-free selection processes and work environments. If you are invited to participate in the selection process, we encourage you to advise us of any accommodation you may require. This information will be treated as confidential.

The Statement of Qualifications, providing greater detail about the skills, knowledge and aptitudes needed for this role, can be obtained by contacting the Museum at competition@nature.ca.

All candidates must submit a cover letter and curriculum vitae outlining how their experience and training meet the requirements listed above.

Send your application by filling in the [form on the Museum's Careers](#) page where you can upload your cover letter, curriculum vitae and any other required documents.

Canada

Apply Now !
CLOSING DATE:
May 16, 2025 3:00 pm