

Employment Opportunity

POSITION: Interpreter 1

CLASSIFICATION & RATE: S2 – Annual Salary \$44,449 - \$54,028

BENEFITS: Meewasin offers a generous benefits package including extended health, dental, disability and life insurance and a matched pension.

START DATE: May 2026

OTHER: Full time position; 37.5 hours per week; three weeks of earned annual vacation; earned days off schedule. This is an SGEU in-scope position.

LOCATION: Saskatoon

JOB DESCRIPTION: Attached.

HOW TO APPLY

Please email your cover letter and resume in Word or PDF format, to jobs@meewasin.com, using the position title as the subject of the email. Only those applications who have been selected for an interview will be contacted. Application closes on **March 27, 2026**.

OUR RECRUITMENT PROCESS

We are committed to a fair, transparent, and respectful recruitment experience. Shortlisted candidates will be contacted for next steps, which may include an in-person, phone or virtual interview and role-specific assessments. We aim to keep shortlisted applicants informed throughout the process.

ACCESSIBILITY AND ACCOMMODATION

Accommodation is available upon request throughout the recruitment process. If you require support at any stage, please contact jobs@meewasin.com.

WHO SHOULD APPLY

The listed qualifications provide an overview of the knowledge and experience needed for this role. Applicants who can demonstrate closely related or transferable skills are welcome to apply, even if their experience does not match every requirement exactly.



Meewasin Valley Authority
402 Third Avenue South
Saskatoon, Saskatchewan S7K3G5
Phone (306) 665-6887 Fax (306) 665-6117

Interpreter I

Organizational Description

Meewasin is a purpose-driven team dedicated to conserving the natural and cultural resources of the South Saskatchewan River Valley for the benefit of present and future generations. We are committed to delivering strategic priorities for maintaining a healthy & vibrant river valley, growing a sense of community, and protecting the legacy of the region that follows an amazing 100-year plan. All Meewasin's successes could not be achieved without our hardworking, adaptable, and dedicated team.

Meewasin is the steward of the beautiful Meewasin Valley which is on Treaty Six Territory and the traditional homeland of the Métis people. We acknowledge this as part of our organization's efforts towards reconciliation and honor the vast knowledge held by traditional Indigenous caretakers of the land as we work alongside them today.

Role Purpose

Reporting to the Director of Education, this position will coordinate and facilitate education and interpretation programs, develop, maintain and evaluate these programs, and assist the Director of Education in the day-to-day operation of the interpretive programs and sites.

Duties

1. Administration

- Greet and interact with visitors in a professional and pleasant manner, provide site orientation and complete program bookings
- Ensure visitors are aware of, and enforce, site regulations and provide general information about city-wide attractions, facilities and special events
- Represent Meewasin at assigned interpretation venues and committees, and other events as required
- Assist in the organization and delivery of special events, as assigned
- Assist in training and coordinating volunteers related to the interpretive site
- Assist in the coordination of term and/or casual staff
- Design and create site displays, crafts, and games for the public and educational programming
- Maintain surveillance of visitors to the site to ensure overall safety and abide with Meewasin site rules, regulations, and hours of operation
- Undertake research and prepare reports as required

- Participate in other education and experience program development and delivery where required

2. Interpretation & Programming

- Develop, deliver, and evaluate cultural and natural heritage education and interpretation programs for school children, groups, and the general public at Beaver Creek Conservation Area (BCCA), Northeast Swale, Saskatoon Natural Grasslands, Meewasin Rink, and other Meewasin sites in the valley
- Modify and update educational programming as required
- Actively demonstrate knowledge of local history and the natural environment by providing education on Meewasin, land-based knowledge, seasonal flora and fauna, natural and cultural history of the site
- Collaborate with marketing on advertising and communications materials related to interpretive programs
- Plan, construct, and maintain displays and program materials
- Digital curriculum and teacher resource development to support education & experiences program.
- Create digital content, which may include videos, audio instruction and photographs to support online and digital resource development and deployment of specific interpretive programs, conservation programs and Meewasin generally.
- Develop digital documents to support delivery of interpretive outreach programs, including events and festivals.

Note: A detailed list of responsibilities and expectations will be provided upon assumption of duties.

Role Requirements

The ideal candidate will have:

- A diploma or degree in tourism, natural sciences, education, history, or related discipline
- Experience in drama, storytelling, customer service, and/or interpretive program delivery (considered assets)
- Proficiency with Microsoft Office Suite, Adobe Creative Suite, Smart Board, green screen technology, digital theatre tools, and other multimedia technologies (considered assets)
- Ice skating and cross-country skiing experience (an added advantage)
- A satisfactory Criminal Record Check, including a Vulnerable Sector Check
- A valid driver's license and access to a reliable vehicle
- First Aid training (an added advantage)

Working Conditions

- This position requires evening and weekend work. The standard work schedule is Tuesday to Saturday.
- The location and place of work may vary daily; the position requires the ability to travel to various sites to deliver programming.