

## **Le Musée de Saint-Boniface Museum (MSBM)**

### **Indigenous Cultural Liaison (ICL)**

**Term:** Full-time (32 hours weekly) | One year term

**Reports to:** Executive Director

**Supervises:** n/a

**Languages:** English required; Indigenous language an asset

**Position Type:** Public-facing (community-engaged)

#### **Purpose of the Position**

Reporting to the Executive Director, the Indigenous Cultural Liaison (ICL) supports the Musée de Saint-Boniface Museum in strengthening respectful relationships with Indigenous communities and supporting the museum's efforts to approach Indigenous histories, perspectives, and cultural materials with care, respect, and cultural awareness.

The role is advisory and relational in nature. The ICL provides cultural guidance, supports community conversations, and assists with Indigenous-related collections, exhibits, and programs. The position does not hold decision-making authority over collections, interpretation, or policy, but works collaboratively with museum staff and leadership to support culturally informed and respectful museum practices.

This role helps ensure that the museum's work is grounded in Indigenous perspectives, responsive to community needs, and reflective of appropriate cultural protocols. The Indigenous Cultural Liaison is not expected to represent all Indigenous perspectives and works within the scope of their lived experience, relationships, and community connections.

#### **A. Community Connections & Cultural Guidance**

- Builds and maintains respectful relationships with Indigenous community members, Elders, Knowledge Keepers, and cultural practitioners.
- Supports planning and hosting of community visits, conversations, and consultations.
- Provides cultural guidance to staff regarding respectful practices, protocol awareness, and accessibility considerations, as appropriate.
- Supports relationship-building and communication between the museum and Indigenous partners, grounded in trust and mutual respect.

#### **B. Indigenous Collections Support & Research Assistance**

- Assists the Collections Stewardship Coordinator in identifying Indigenous cultural materials that may require additional cultural context, review, or follow-up.

- Supports basic provenance research, note-taking, and organization of information related to Indigenous artefacts.
- Helps flag items that may warrant further discussion regarding care considerations, permissions, or potential repatriation exploration.
- Contributes cultural insight to discussions about Indigenous materials without assuming collections authority.

### **C. Exhibit & Program Support**

- Provides cultural input for exhibit planning or updates involving Indigenous content, under the guidance of the Executive Director.
- Assists with reviewing interpretive text for cultural respect, accuracy, and clarity.
- Supports public programs, workshops, or gatherings involving Indigenous partners, as appropriate.

### **D. Institutional & Project Support**

- Participates in meetings where Indigenous perspectives and cultural considerations may inform planning or decision-making.
- Assists with documentation of cultural advice, community feedback, and follow-up actions.
- Supports grant applications, reports, or community communications as requested by the Executive Director.

### **Core Competencies**

- Cultural humility, respect, and relational awareness
- Ability to work respectfully with Elders, Knowledge Keepers, and community members
- Clear communication, active listening, and relationship-building skills
- Sensitivity to cultural safety, accessibility, and protocols
- Collaboration, reliability, and professionalism

### **Qualifications**

- Formal training in Indigenous Studies, History, Education, Cultural Studies, Museum Studies, or a related field, *or* lived experience within an Indigenous community (First Nations, Métis, or Inuit), or a combination of both.
- Experience working with Elders, Knowledge Keepers, or Indigenous community groups.
- Understanding of cultural protocols and respectful engagement practices.
- Interest or experience in museums, heritage, culture, or community-based work.
- Basic research, writing, and documentation skills.
- Ability to collaborate respectfully with staff and community partners.

- Comfort working in a range of environments, including office, collections spaces, and community settings.
- Knowledge of an Indigenous language is an asset; not required.
- An equivalent combination of training and experience may be considered.

### **Working Conditions**

- 32-hour work week as per the CUPE Local 500 Collective Agreement.
- Work occurs across museum sites, and occasionally in community settings, including offices, meeting spaces, collections areas, galleries, and outdoor locations.
- The work environment may include indoor and outdoor settings, busy or crowded spaces during events or gatherings, and varying environmental conditions depending on location.
- Physical demands may include standing, walking, bending, reaching, climbing stairs, and light lifting or movement of materials up to 20–25 kg (30–40 lbs).
- The role may involve attending community events, gatherings, meetings, or consultations, including occasional evening or weekend work to support community or institutional needs.

### **Conditions of Employment**

- Must be legally entitled to work in Canada.
- Satisfactory Criminal Record Check, Child Abuse Registry Check, and Vulnerable Sector Search.
- Commitment to obtaining and maintaining First Aid/CPR Level C certification within three months of hire.
- Respect for Indigenous cultural safety, confidentiality, and ethical engagement.
- Valid Class 5 Manitoba driver's licence (or equivalent); access to reliable transportation preferred.

### **Terms of Employment & Compensation**

- As per the CUPE Local 500 Collective Agreement, including salary grid and benefits.
- This position is supported through third-party grant and project funding.

*This job description is intended to describe the general nature and level of work performed. It is not intended to be an exhaustive list of all duties, responsibilities, or qualifications required of the position.*