



The **Library of Parliament** is a non-partisan organization that supports Canadian parliamentary democracy and provides a stimulating and rewarding work environment. We recognize that our employees are our most important asset, which is why we offer excellent benefits, a minimum of four weeks' vacation leave, flexible work schedule options, a 35-hour work week, learning opportunities to support professional and career development, competitive salaries and more!

The Library of Parliament believes that the excellence for which it is known is enhanced by nurturing an inclusive workplace that embraces diversity, values differences and supports the full participation of all employees. The Library is committed to creating and maintaining a diverse workforce reflecting the communities in which we live and work, the clients with whom we work, and Canadian society as a whole.

Research and Education provides high-quality, substantive and timely information, research and analysis to parliamentary committees, individual senators and members of the House of Commons, and parliamentary associations and delegations. This team also administers, through the **Public Education Programs**, the Library's public, educational and visitor programs, which help to educate and inform Canadians about Parliament and its institutions with a variety of tools and resources, including guided tours, exhibits and educational material.

We are currently looking for candidates to staff the following position: **Senior Program Officer, Virtual Experience**.

The **Senior Program Officer** is responsible for the coordination and administration of the Library's multimedia-based outreach programs (including virtual reality and an onsite immersive experience). The Senior Program Officer also plans, develops and implements supporting projects and programs, including exhibitions, visitor programming, interpretive and educational materials, web-based and print communications, and promotions. The Senior Officer also liaises with partners and stakeholders.

SENIOR PROGRAM OFFICER, VIRTUAL EXPERIENCE PUBLIC EDUCATION PROGRAMS

Determinate Position / Acting Position / Secondment (until January 2025)

MPA-5 (\$102,186 - \$120,880)

(Bilingual staffing – imperative: CBC/CBC)

Note: While this position is eligible for part-time telework, regular on-site presence is required at Library of Parliament workplaces located in the National Capital Region.

For the purposes of this selection process, the competencies listed in the attached Competency Profile will be evaluated.

The following knowledge criteria will also be evaluated:

- Knowledge of new media and technologies and their use in educational and interpretive settings
- Knowledge of project management methodologies, procedures and practices
- Knowledge of interpretation and visitor experience methodologies, procedures and practices
- Knowledge of Canadian and parliamentary history, the structure of Parliament and the legislative process, and the art and architecture of the Parliament Buildings

To be considered, candidates must have:

- A bachelor's degree from a recognized university with specialization in a field relevant to the position, OR an acceptable combination of education, training and relevant experience
- Experience in planning and implementing educational, interpretive and/or outreach projects involving internal and external stakeholders
- Experience in developing initiatives for digital platforms, including new media and technologies, web and/or video

Candidates retained in this selection process will be required to obtain successfully:

- A second-language evaluation (Bilingual staffing – imperative: [CBC/CBC](#))
- A pre-employment screening

Additional Information:

- The Library of Parliament welcomes all candidates to apply and encourages applications from Indigenous persons, racialized persons, 2SLGBTQI+ persons, and persons with disabilities for this position.
- This selection process is open to the public.
- This selection process may include a second-language evaluation, a written qualifying exam and an interview. The interview will consist of behavioural, situational and knowledge-based questions. Candidates will be required to pass each stage in order to move to the next stage of the selection process.
- We are committed to providing an inclusive and barrier-free work environment, starting with the staffing process. If you require accommodations during any phase of the evaluation process, please contact us at LOPCareers-CarrieresBDP@parl.gc.ca.
- Qualified candidates from this selection process may be considered for determinate or indeterminate positions at the Library of Parliament that require similar knowledge and/or competencies.
- Education and experience requirements will be used to determine which candidates will be asked to participate in the next stage of the selection process.

- Satisfactory references and proof of education are essential conditions of appointment.
- Travel and relocation expenses are the responsibility of the candidates.
- Only those legally permitted to work in Canada can participate in this selection process.

Apply no later than 21 July 2024 – 11:59 p.m. (Eastern Time).

To apply, please send us your curriculum vitae, along with a covering letter indicating how you meet each of the education and experience requirements of the position.

Please quote your **full name and 24-LOP-38** in your documents and in the subject line of your email.

Send your application by email at LOPCareers-CarrieresBDP@parl.gc.ca.

Questions? Contact Human Resources at 613-617-0943 / 613-797-9238 or LOPCareers-CarrieresBDP@parl.gc.ca.

We thank you for your interest. Please note that only those selected for further consideration will be contacted.
