



## **Internship Opportunities**

### **\$17.69 per hour**

Science North is a global leader in our cutting-edge and unique approach to award-winning and robust visitor experiences. Our products, programs and services reach all across Northern Ontario and further to a global market. We have won multiple awards for creating high impact visitor experiences for people of all ages.

Does being part of a great team working together to achieve goals sound like it's right for you? Would you like to contribute your creative ideas and design skills towards an exceptional experience? Do you enjoy working in a fast-paced exciting environment where no two days are ever the same? Science North is seeking to fill the following internship opportunities. Internships are one year in length and will start as soon as possible. All applicants must meet the following internship program eligibility requirements. Candidates must be recent graduates (within 3 years) from an accredited college or university, legally entitled to work in Canada, not previous participants in an internship program and the internship must represent a first-time employment opportunity in their field of study. All positions require exceptional interpersonal and communication (oral and written) skills and the ability to work independently and in a collaborative team environment.

#### **New Audiences Intern - Job Number NAI-100**

The New Audiences Intern will support the Science Program Unit and specifically work with the team leading the development, engagement and growth of our new audiences. Science North is committed to creating visitor experiences that inspire and wow our audiences and the intern will actively work to deliver on that goal by targeting adult and youth audiences and all related informal science programming. The intern will assist in developing and delivering programs, events, workshops and experiences to these target audiences and be actively involved in the research and development of new experiences to further engage and expand the reach of these important initiatives. Current strategies for these audiences include Nightlife on the Rocks, Science Socials, Student Science Council and Science Speaker events. The successful candidate will have a degree/diploma in science or a science communication related field.

#### **Records Management Intern – Job Number RMI-100**

The Records Management Intern will assist the IT services manager in upgrading our shared files and related systems all while ensuring compliance with records management directives. This position will serve a dual purpose by both supporting key IT systems and transitions while ensuring proper records management. By standardizing record keeping practices for the organization and offering the workforce robust file sharing tools, the intern will play a key role in helping Science North achieve all 5 of its strategic initiatives. In addition to supporting the transition to shared services and assisting in the development and delivery of new records management policies, the intern's key responsibilities will include; researching best practices and recommending standard record management practices for the

organization, training users on new IT systems, cataloguing all digital and paper records. The successful candidate will have degree/diploma IT related field such as: Computer Science, Information Technology, Information management, Information Systems. Some knowledge of records management practices/procedures and implementing workflows in systems would be an asset.

### **Northern Initiatives Intern – Job Number NII - 100**

Science North has an important goal under our strategic plan to ensure Science North is vibrant and active in all of Northern Ontario. The Northern Initiatives intern will work within the Education and Northern Programs unit and focus on Science North's initiatives in Northern Ontario: including developing and delivering science experiences for initiatives such as the Northern Nature Trading (NNT), THINK Hubs and Northern Ontario Science Festivals. The intern will work with the Northern Initiatives team to support program planning, assist with development and delivery of Northern Ontario initiatives, such as a networking conference and establishment of a new science festival and will help to continue building relationships, partnerships and collaborations in order to create a more sustained presence and establish long-term experiences across Northern Ontario. The intern will actively participate in promotional events and festivals as well as contribute to social media related to these initiatives. The successful candidate will have degree/diploma in science or a science communication related field and a willingness to travel.

Interested applicants are asked to apply online at [sciencenorth.ca/careers](http://sciencenorth.ca/careers). Applications accepted until all positions are filled. Science North is committed to an inclusive workplace and invites applications from all qualified individuals to join our diverse team. Accommodations are available upon request in all aspects of Science North's selection process. We thank all interested candidates; only those selected for interviews will be contacted.

Science North is a registered charity.  
Science North is an agency of the Government of Ontario.

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