



EMERGING HISTORIAN OPPORTUNITIES JANUARY 2025

PROJECT RESEARCHER AND TOUR LEADER (3 Positions)

WHO WE ARE

Heritage Toronto builds a better city by bringing people together to explore Toronto's shared past and peoples' lived experiences. We deliver 80+ public programs annually including tours, plaques, digital programs and exhibitions, the Heritage Toronto Awards, the Emerging Historians program and, most recently, the Equity Heritage Initiative.

WHO YOU ARE

You are a builder who will thrive working in a dynamic role that combines strategic thinking and the grassroots reality of creating and executing programs in a community, partnership, and volunteer-driven sector. You are looking to play an integral role in the smooth functioning of a not-for-profit organization, collaborating with colleagues in every department. You are a proactive and optimistic problem-solver able to work in a dynamic environment where you are expected to deliver on multiple competing priorities.

ELIGIBILITY TO APPLY

The following positions are offered through the Emerging Historians program, which provides opportunities for current students, recent graduates, or emerging professionals in the first five years of building their careers in the non-profit heritage and cultural sectors. Successful candidates must fit into one (or more) of these categories at the time of hiring. [Learn more about Heritage Toronto's Emerging Historians program.](#)

CURRENT OPPORTUNITIES

Heritage Toronto is currently seeking three (3) Emerging Historians to contribute to an upcoming project about community stories in the Yonge/St. Clair neighbourhood. Each Emerging Historian will be asked to contribute three project pieces:

- Produce a research package relating to the stories and histories of the neighbourhood based on archival research and oral history interviews with relevant community members (format to be provided by Heritage Toronto).
- Write and lead a public in-person walking tour based on the community members' experiences of the Yonge/St. Clair neighbourhood. Tours will run twice and will be scheduled during the 2025 Heritage Toronto Tours season (approximately May-October).
- Write a companion digital story relating to the themes and content of the above research package, including images, oral histories, and maps (to be delivered by November 2025).

Research and writing will be conducted remotely with regular Zoom check-ins with the Manager of Public Programs. Some in-person work will be required for the completion of oral history interviews with community members, to be scheduled at the availability of the Emerging

Historian and interviewees. In-person training for Heritage Toronto tours will be provided in the Spring of 2025. In-person tours will be scheduled in advance and according to the availability of the Emerging Historian when possible.

This position is project-based and pays a flat fee of \$2,025 for the completion of all project deliverables. Project fee will be paid in three equal installments according to the completion of the three deliverables mentioned above.

Start Date: mid-February 2025

Estimated Project Completion: November 2025 (or the completion of all in-person and digital deliverables)

GENERAL QUALIFICATIONS

- Post-secondary degree/diploma in related field or equivalent work experience. Canadian or foreign educational qualifications accepted.
- A minimum of one-year experience in public programming or journalism, with experience in tourism or historical interpretation an asset.
- Excellent oral and written communication skills.
- Proficiency in utilizing a variety of software and online applications, including Microsoft Office Suite and the Google Suite.
- An enthusiasm for the mission of Heritage Toronto.
- Familiarity with Toronto's heritage sector and an understanding of non-profit heritage and cultural organizations an asset.

EQUITY, DIVERSITY, INCLUSION, AND ACCOMMODATION

Heritage Toronto is committed to creating a workplace culture of inclusiveness that reflects the diverse residents that we serve. Heritage Toronto is committed to providing barrier-free and accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). If contacted for an employment opportunity, please let us know if you require accommodation at any stage of the recruitment process.

Don't meet every single requirement in this posting? Studies have shown that women and people of colour are less likely to apply for jobs unless they meet every single qualification. If you are excited about this role but your experience does not align perfectly with every qualification or requirement, we encourage you to apply anyway. You may be just the right candidate.

JOIN US

- Fill out the application form, including a resume and writing sample, on the Heritage Toronto website through the [Career Opportunities](#) page.
- **Deadline to Apply:** Friday, January 31 by 11:59 PM EST
- Any questions or requests for accommodation should be directed to: laura.carlson@toronto.ca (416) 606-3934
- We thank all applicants for their interest, however, only those invited to be interviewed will be contacted.