

POSTING NOTICE*

COMPETITION #: SC-145-2526

POSTING DATE: July 23, 2025

CLOSING DATE: August 1, 2025

CLOSING TIME: 12:00 PM

POSTED: EXTERNAL

POSITION TITLE: Research Student – Cemetery Historian

PROGRAM AREA: Applied Research

CLASSIFICATION: Field

SALARY: Level 1, Non-Instructional Salary Grid

LOCATION: Yorkton, SK (Main Campus)

POSITION TERM: September 2, 2025 to June 30, 2026

HOURS OF WORK: 1,155 hours (35 hours per week)

STATUS: Term / Part-time

IMMEDIATE SUPERVISOR: Alesia Malec, Coordinator, Applied Research

*Subject to Funding Approval

Applications including Resume & Cover Letter to humanresources@suncrestcollege.ca

Position Summary:

This position is primarily responsible for assisting with all aspects of the Mitacs Business Strategy project as assigned. The Cemetery Historian will work with the City of Yorkton to create 3 new self-guided walking tours of the Yorkton Cemetery. The intern will spend time in the cemetery to become familiar with the layout, placements of notable internments and markers, and location of the dedicated veterans section. The intern will spend time learning about the cemetery's history to develop the context for each tour and help create accurate and engaging narratives. The intern will collaborate with cemetery staff, members of the Municipal Heritage Advisory Subcommittee and other stakeholders (i.e., Tourism Yorkton) throughout the internship.

MAIN RESPONSIBILITIES:

1. Main Responsibilities:

- Work to complete the Business Strategy Internship project as submitted to Mitacs with the support of the business partner and the College's Job Coach
- Complete the Mitacs Employability course.

2. Additional Duties:

- Other duties as assigned.

QUALIFICATIONS:

1. Education and Experience:

- The minimum educational qualification for this position is equivalent to the admission to a University program offered at the College.
- Active student with a post-secondary institution or recent graduate (within past 12 months).

- The minimum amount of practical, related experience required to perform the duties of this position is less than one year.
- Demonstrated experience working in a cross-cultural environment.

2. Knowledge, Skills & Abilities:

- Strong interpersonal skills and communication skills to work within a multi-disciplinary team.
- Strong written communication skills.
- Ability to work independently or as part of a team.
- Some travel to rural locations may be required.
- Ability and willingness to perform position duties remotely. This includes having a dedicated workspace with reliable and sufficient internet connection along with the ability to self-motivate.
- Ability to access files remotely.
- Demonstrated familiarity with the tools and technologies that support working from home.

3. Other Requirements:

- Valid Saskatchewan Driver's license is required
- Satisfactory Criminal Record Check required