

## Curator – Air Force Museum Society of Alberta

The Air Force Museum Society of Alberta (AFMSA) is a not-for-profit, volunteer-led organization based within The Military Museums (TMM) at 4520 Crowchild Trail SW, Calgary, Alberta. The museum welcomes over 50,000 visitors annually and benefits from strong community support, demonstrated by nearly 100 active volunteers, including more than 70 Air Force veterans and guides. AFMSA's mission is to promote, educate, and inspire the public—especially Canada's youth—about the Royal Canadian Air Force's (RCAF) vital role in national defence and international partnerships. The museum focuses on RCAF establishments in Canada, distinguished Air Force personnel, artifacts related to RCAF history, customs, and traditions, as well as the legacy of the Royal Canadian Air Cadet League of Canada. Through educational programs and interactive exhibits, AFMSA inspires future generations and fosters a deeper appreciation for Canada's aviation heritage within the community. Currently, AFMSA is expanding the Cold War Exhibit (CWE) to include several refurbished aircraft and new displays. These additions will highlight the RCAF's role in NORAD during pivotal years and will more than double the current exhibit area.

As part of this project, AFMSA is seeking a full-time Curator for the Air Force Gallery and Cold War Exhibits. Reporting to the AFMSA Director Strategic Plans and Exhibits, the successful applicant will take a lead role in planning, installing, and promoting the new exhibits as part of the expanded RCAF galleries.

### **General Accountability:**

The position's primary responsibility is curatorial management relating to the acquisition, preservation, research, exhibition and enhancement of aircraft and artefacts tied to the history and heritage of the RCAF. The Curator also assists the Board Directors with a broad range of internal and external initiatives and development projects.

### **Specific Accountabilities:**

***Collections Management.*** Lead the evaluation, acquisition, cataloging and documentation of RCAF-related artifacts. Maintain integrity of artefacts through compliance with appropriate museum conservation, restoration and storage-transportation and security practices. Develop artefact budgets, insurance, loans, acquisitions and deaccessions strategies in accordance with military/museum standards. Manage and maintain AFMSA's collections and research database(s) and backups.

***Exhibition Development and Management.*** Lead the design, organization, and presentation of dynamic and engaging exhibits that highlight the history, technology, and impact of the RCAF, with the goal of increasing visitor engagement and fostering a deeper appreciation for RCAF history. Collaborate closely with the RCAF Board, historians, veterans, and volunteers by facilitating regular planning sessions to ensure that the exhibits authentically reflect real experiences and maintain historical accuracy. Incorporate interactive and digital elements to enhance visitor experiences. Actively monitor the performance and operation of exhibit hardware, software, AV displays, and equipment throughout the Air Force galleries, making recommendations to the Board for maintenance, enhancements, or improvements as needed.

***Public Engagement.*** Represent the museum at professional conferences, public events and educational forums. In conjunction with Board members and historians, develop literature, outreach programs, guided tours and lectures tailored for military personnel, veterans, cadets, students and general audiences. Address enquiries and regarding collections and artefact donations.

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**Outreach and Education.** Work with TMM, Calgary school boards, Cadet organizations and post secondary education facilities to promote a learning environment within the museum to inspire the current and next generation about careers within Canada’s aerospace and defence sectors.

**Promotion and Marketing.** Assist with the development of promotional materials (including through social media platforms) and marketing activities for public and fund-raising events – including planning and execution of AFMSA events, VIP visits, ceremonies and educational events.

**Research & Documentation.** Identify and research priority areas of RCAF history, operations, technologies and artefacts to enhance collections and publications. Maintain accurate and secure records of the collection, including aircraft maintenance history and operational significance.

**Collaboration.** Partner with TMM Senior Curator and counterparts at other regional and national museums to expand AFMSA’s reach and resources. Provide insights and expertise to museum staff, students and volunteers – ensuring alignment with the museum’s mission and the Air Force’s heritage initiatives. Represent the AFMSA at regular TMM meetings including the Curatorial, Safety, Space and Bi-weekly staff meetings and support the AFMA Chair with preparation for TMM Council meetings, AFMA AGM and other high-level engagements.

**Board Support.** Collaborate with the planning and execution of AFMSA events, VIP visits, ceremonies and educational programs. Assist Board Directors applying for funding through Government grants / programs and sponsorships from Industry for AFMSA initiatives and special projects.

### Qualifications:

- A military history degree or related studies and/or 3-5 years museum experience preferred
- Excellent communication skills (verbal, written, presentation), with the ability to engage both museum, military and civilian audiences
- Strong research and organization skills, along with the ability to prioritize and execute work in a self-directed manner.
- Proficiency with MS Office applications, database experience, graphic design and social media strategies desired. Demonstrated competence with Adobe Creative Suite preferable.
- Proven ability to work with a high degree of independence, flexibility and desire to continuously expand skill sets.

### Working Environment:

- Primarily office-based with occasional support for external events or meetings during non-standard hours.
- Frequent interaction with visitors, student groups, military personnel, veterans, and occasional VIP level special guests.
- Occasional stairs and light lifting may be required.