



# BECOME A GUIDE AT THE JUNO BEACH CENTRE

*WALK IN THEIR FOOTSTEPS  
AND GET INVOLVED TO  
PASS THE TORCH OF MEMORY*

## Juno Beach Centre

The Juno Beach Centre is the only Canadian museum on the landing beaches of Normandy. Built on the site where Canadians landed on the 6th of June 1944 where it presents the civilian and military efforts of Canada on multiple fronts during the Second World War. It is also a window to the Canada of today thanks to the Guide Program.

## Work Term

Period	Number of guide positions	Application deadline
Period 1 January 27 - August 31 2025	3	October 7, 2024
Period 2 March 27 - October 31 2025	2	October 7, 2024
Period 3 May 22 - December 31 2025	2	November 11 2024

## Program

The Guide Program was born of the wishes of the veterans who founded the Juno Beach Centre: They wished for a group of dynamic and motivated Canadians who had approximately the same age as them in 1944 who would participate in the educative and cultural missions of the museum:

To be a guide at the Juno Beach Centre is to contribute to the preservation of the engagement of the Canadian civilians and soldiers during the war. It is to pass on their history and memory by committing to do your part in working towards sustainable memory tourism that promotes and protects a unique heritage in the face of the challenges of tomorrow.

## Job description

Guides perform the following tasks in both English and French:

- 🍁 Guided visits on the park outside of the museum (two bunkers and a portion of Juno Beach) and be able to adapt your visit depending on the age and/or nationality of the visitors (school groups, public visits, veterans, dignitaries, etc)
- 🍁 Welcome visitors of all nationalities and share the identity and mandate of the Centre following the standards of the Normandy Quality Tourism label
- 🍁 Present the offers of the museum to groups and individuals (the permanent and temporary exhibit as well as the guided visit of the bunkers) as well as our sustainable development approach
- 🍁 Lead our activity "Explore Juno in class" for primary and secondary aged school groups with the help of our digital resources
- 🍁 Sell admission tickets and a diverse range of products from our boutique
- 🍁 Inform visitors of Canada's contributions during the Second World War (on the home front as well as in Europe) and the Canada of today
- 🍁 Inform visitors about the offer of the museum as well as the other historical sites to visit in Normandy and in France
- 🍁 Participate in the organization of historical and cultural activities at the Centre
- 🍁 Assist in special ceremonies and events.



## Selection criteria

Applicants to the guide positions will be assessed according to the following criteria:

- 🍁 **Bilingual:** ability to communicate **FLUENTLY** in English **AND** French;
- 🍁 Experience working with the public, school groups (children and teens) in a cultural or historical setting, as well as customer service experience;
- 🍁 Understanding of Canada's contribution to the Second World War;
- 🍁 Professionalism, personal maturity and ability to work in a team;
- 🍁 Currently a student in a postsecondary institution or having graduated within the last 3 years.



## Accommodation / transportation

Hired candidates must assume the costs of all expenses while in France. However, the Centre provides housing (all utilities included except for internet fees & security deposits) for each guide team in Courseulles-sur-Mer. More details about the housing arrangement are provided to candidates once hired. Hired candidates must assume the initial cost of transportation to France. However, at the end of the work term, guides can be eligible for a partial reimbursement of their travel costs up to \$1,500 CDN (proof of purchase). More details on this partial reimbursement are provided to candidates once hired.



## Salary

The French work week is 35 hours (on average) and employees are paid on a monthly basis. Juno Beach Centre guides receive a net monthly wage of approximately 1,552,60 Euros.

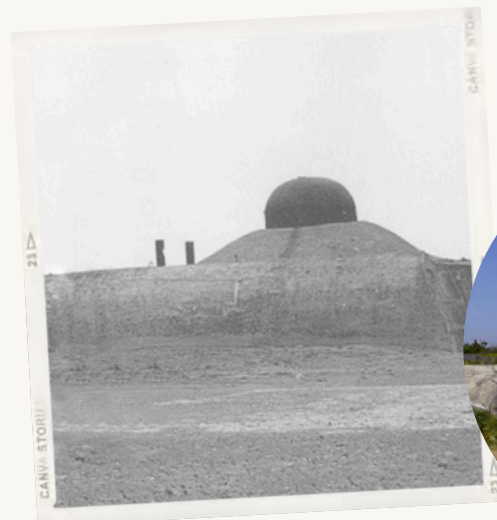
## Interviews

We wish to thank all applicants for their interest and effort in applying for a position at the Juno Beach Centre. However, only candidates selected for video interviews will be contacted.

## Passport and visa

All applicants must have a valid Canadian passport or a European Union passport. For candidates who hold a Canadian passport, they will need to obtain a French work visa (including an in-person visit to the consulate in Vancouver, Toronto or Montreal, if necessary), purchase a plane ticket, and international medical insurance for the entire duration of their stay. Further details will be given to applicants once hired.

For applicants who hold a European passport, they will need to prove Canadian citizenship, purchase a plane ticket, and international medical insurance for the entire duration of their stay. Further details will be given to applicants once hired.



# Application Procedure

Documents to be sent in ELECTRONICALLY in PDF Format ONLY.

Your application must contain:

- A cover letter (1-2 page maximum). At the beginning of this letter, clearly indicate the period(s) for which you are applying, and how you heard about the guide program.
- Your résumé / curriculum vitae.
- A proof of university enrolment or recent graduation: It can be your most recent online university transcript or a proof of enrolment. If you have recently graduated, a copy of your diploma will suffice.\*
- A scan of your valid passport.\*
- A scanned proof of Canadian citizenship (birth certificate or citizenship card).\*
- Two reference letters: one from a current or recent employer, and the other from a current or recent professor.

WARNING: We examine the quality of reference letters carefully.

Generic reference letters are not accepted.

YOU MUST ARRANGE FOR YOUR REFEREES TO SEND THEIR LETTER DIRECTLY TO THE GUIDE PROGRAM. If your referees are unable to send their letter by e-mail, they can fax it before the deadline. Referees should address themselves to Catherine Quintal

Visitor Services Manager

at [guideprogram@junobeach.org](mailto:guideprogram@junobeach.org)

or by fax at 011 33 2 31 37 83 69.

Inform your referees that their letter must arrive by e-mail or fax before the deadline or your application will be rejected.

Please inform us of your referees' chosen method (e-mail or fax) in your cover letter.

- Once your application is ready, merge all documents listed above (except reference letters) into one single PDF file. Your application will be considered ONLY if it is in PDF format and reduced in size (5MB or less). Save the PDF under your name. Write your name and the period(s) you are applying for in the subject line of your application e-mail.

## **How to submit your electronic application ...**

Send your application in PDF format at: [guideprogram@junobeach.org](mailto:guideprogram@junobeach.org) by the midnight the day of the deadline.

Late applications will only be considered if hiring has not been completed.

\*You can use a watermark to secure your personal documents.