



POSITION: EDUCATION MUSEUM ASSOCIATE

This position is for qualified applicants who are seeking a mission-driven career in a non-profit organization. Successful candidate will work with a dynamic and passionate team to further the mission and mandates of ALPHA Education www.alphaeducation.org (AE) and the WongAvery Asia Pacific Peace Museum www.asiapacificpeacemuseum.com (APPM).

Established in 1997, ALPHA Education (AE) is committed to humanity and peace education through remembering and fostering critical inquiry of WWII in Asia. It is a charitable organization and its work is along four intersecting and interconnected strategic directions: engaging students and educators, empowering youth, supporting research, and connecting with communities.

In 2024, the WongAvery Asia Pacific Peace Museum (APPM) was opened. It provides a comprehensive portrayal and documentation of the history of WWII in Asia, centering historical inquiry and peace education.

Office Location: 1775 Lawrence Avenue East, Toronto

Working Hours: 37.5 hours

Salary: \$48,000 - \$55,000

Start date: Negotiable

ROLES & RESPONSIBILITIES

Educational Program Development

- Contribute to the development and implementation of innovative educational programs that advance historical memory of WWII in Asia and peace education for secondary, post-secondary and community learners.
- Contribute to the development of inquiry-based learning resources and educator guides aligned with provincial curriculum and historical thinking concepts.
- Design and facilitate workshops on complex and sensitive historical topics that encourage historical inquiry, empathy, ethical reflection, and active citizenship
- Develop and support youth programs such as youth summer camp and university chapters including organizing youth retreat and webinars
- Conduct historical and educational research
- Assist with program coordination, scheduling, registration, and reporting
- Assist with program evaluation and participant feedback collection
- Maintain organized records and educational resource inventories

Museum and Exhibition

- Provide school visits, public / community programs, teacher workshops, and youth leadership initiatives
- Assist with exhibition preparation, interpretation, and visitor engagement activities
- Deliver engaging object-based and inquiry-driven learning experiences
- Conduct historical and archival research related to WWII in Asia
- Contribute to educational and visual resources using primary source materials

- Train and mentor museum volunteers

Community and Public Engagement

- Support commemorative events, conferences, and community outreach initiatives
- Represent the organization professionally during events, workshops, and public-facing activities
- Assist with communications and promotional materials related to educational initiatives
- Update and maintain ALPHA's website and various social media platforms to generate higher engagement and awareness

QUALIFICATIONS

Education

- A degree, from an accredited university, in education, humanities, social sciences, or related disciplines
- Post graduate certification or a masters degree is an asset
- Minimum 3 years of relevant, related experience in education, museum, and research

Skills and Attributes

- Strong commitment to social justice, historical inquiry, and peace
- Positive and can-do work attitude
- Experience in education program development
- Experience in facilitation of workshops
- Strong project management and event coordination
- Excellent interpersonal and communication skills
- Excellent ability to work collaboratively in a mission-driven environment
- Proficiency with content creation digital tools, learning management systems, and social media technologies

Application Process

Applicants are to submit

- Cover letter
- Resume
- Two reference letters

Note: Applicants will not be considered for shortlisting if any of the above is not submitted.

Applications should be sent to hiring@alphaeducation.org

Application Deadline: **July 31, 2026**

Only shortlisted applicants will be contacted.