

**Visitor Experience Host (SGEU Level 03 CPR)  
Government House, Provincial Capital Commission**

The Provincial Capital Commission, Government House is looking for an enthusiastic, passionate and hard-working person to provide outstanding customer service to our visitors and facilitate fun and engaging programs, primarily towards educational facilities (bilingual – ability to speak both French and English would be an asset).

This position will be responsible for providing assistance for educational bookings at Government House. The ideal candidate would provide availability for all weekdays, though Tuesday and Thursday availability is preferred. Some weekend and evening work may be required. The candidate should have a background in Education, History or Theatre.

**As Visitor Experience Host, you will:**

- Meet and greet visitors to Government House, provide tourist information, and promote services such as exhibitions, events and programs.
- Deliver guided tours to individuals, schools and special interest groups.
- Engage the visiting public in an entertaining and informative manner.
- Ensure the information throughout Government House is current and accessible to the public at all time.
- Conduct research on exhibit and display development.
- Assume additional responsibilities as assigned by the Programming and Visitor Services Supervisor.

**What you will need:**

- Good research skills to gather and provide accurate and timely information.
- Effective written and oral communication skills to provide assistance, answer questions, and provide directional information (washrooms, and other events, etc.) to visitors.
- Strong facilitation skills to deliver guided tours.
- Efficient relationship building skills to establish and maintain effective working relationships with employees, volunteers and all members of the general public.

**Other working conditions:**

- Most of the time is spent indoors, however there may be tours and programming offered outdoors.
- A Victorian Period costume, which is provided, must be worn.
- Much of the duties involve standing for long periods of time.

**About [Government House](#):**

Government House is a National Historic Site and Provincial Heritage Property that is actively promoted as a destination point in Saskatchewan. Government House provides educational opportunities through its museum and interpretive programming and offers a unique venue to host government, tourism and hospitality functions while raising awareness of the history of

Canadian governance, the Crown, First Nations and Métis peoples in Saskatchewan, and the role of the Lieutenant Governor. Government House has been home to the Lieutenant Governor's working office since 1984.