



MARITIME
DISCOVERY
CENTRE
PORT ALBERNI

Employer:

Port Alberni Maritime Heritage Society

Job Title:

Exhibit Guide and Program Assistant

Number of Positions:

Three (3)

Location:

Port Alberni

Start Date:

June 21, 2021

Application Close Date:

May 28, 2021

Wage and Hours:

\$15.25/hr 30 hours a week for 10 weeks

June 21- August 29

Duties:

- * Welcoming and informing visitors of exhibits
- * Maintaining records of visitors, as assigned by the supervisor
- * Delivering regular children's programs and other special event programs
- * Handling cash
- * Weekly general cleaning and maintain the building in a safe manner
- * Organizing and running a fundraiser
- * Creating social media posts

Qualifications:

- * Must have been a full-time student in the last semester AND be returning to full-time studies for the fall (high school or post-secondary)
- * Fast learner
- * Friendly & cooperative
- * Previous experience in tourism, children's events, or an interest in local/maritime history is an asset.
- * Valid First Aid certificate is also an asset

How to Apply:

Please Email resume and cover letter to: portalbernmhs@gmail.com with the subjects "Summer Student Application".