



MARITIME

DISCOVERY

CENTRE

PORT ALBERNI

Employer:

Port Alberni Maritime Heritage Society

Job Title:

Exhibit Guide and program assistant

Number of Positions:

One (1)

Location:

Port Alberni

Start Date:

June 25, 2023

Application Close Date:

June 5, 2023

Wage and Hours:

\$16.75/hr 30 hours a week for 8 weeks

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".