



The Mahone Bay Museum is a small community museum seeking a Junior Interpreters for a temporary, full-time, 9 week contract from approximately late June to the end of August at \$12.00 an hour. This position is dependent on funding that has not yet been approved.

The Junior Interpreters would:

- Become familiar with the Museum's Interpretive plan, our exhibits and information regarding Mahone Bay's history, including the history of the Mi'kmaq in the area
- Greet and inform visitors about Mahone Bay history
- Engage children through our children's programming
- Work as a team to complete the museum opening and closing procedures
- Record accurate visitor statistics
- Complete sales in our gift shop
- Aid with other visitor services related tasks as they arise

The above tasks aid the Mahone Bay Museum to complete its mandate to engage and inform our visitors about our town's history.

Qualifications

Ideal candidates for the Collections Assistant position will

- Be attending high school, university, or college in the fall of 2018 (a field of study or a particular interest in history, anthropology, museum studies, or other museum related topics is an asset).
- Have some knowledge the history of Nova Scotia in general and knowledge of Lunenburg County in particular will be an asset, along with experience in customer service and working with children
- Have above average computer skills
- Be detail oriented to ensure correct information is input into the collections audit findings report
- Have strong research skills and good communication skills
- Be friendly and respectful to other staff members and able to greet visitors in an engaging manner
- Possess a valid driver's license or have reliable access to transportation, as there is no public transportation in Mahone Bay

- Have up to date training in first aid or are willing to attend first aid training if required (to ensure there is always one staff member at the museum trained in first aid).

No previous experience working in a museum is required. However, customer service and presentation experience and/or experience working in a museum is an asset.

Youth with a disability, Aboriginal youth, visible minorities youth, and new Canadian youth are encouraged to apply as the Mahone Bay Museum is an equal opportunity employer.

Please send your resume and cover letter by April 20, 2018 to Lyne Allain by e-mail at mahonebaymuseumjobs@gmail.com or by regular mail: Mahone Bay Museum, P.O. Box 583, Mahone Bay, NS, B0J, 2E0

Interviews will begin April 16th, 2018 and continue until a suitable candidate has been found.

Applications will be screened according to how well the applicants meet the above requirements.

For more information about Mahone Bay, please visit: <https://www.mahonebay.com/>

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