

## 2025 Summer Employment Program

### Job Description

**Title: Museum Assistant**

Location of work: St. Mary's River Association, Sherbrooke, Guysborough County, Nova Scotia. (8404 Highway #7)

Term of employment: July 1- August 24, 2025

Number hours worked per week: 35 hours

Wage: \$15.70/hr

### Job Summary

This position is for a museum assistant who will act as interpretive guide at the St. Mary's River Association Education & Interpretive Centre. The interpretive guide will be responsible for acting as a tour guide for the museum and will be responsible for interpreting historical data and artifacts.

### Duties:

- Promote the museum and its events by creating posters and social media posts.
- Develop and administer educational programs/activities for adults and/or youth
- Help maintain the gift shop and process sales
- Assist with updating Centre displays
- Complete general maintenance duties such as mowing, sweeping, and dusting

### Requirements:

- Is between 15 and 30 years of age at the start of employment
- Social media experience (Facebook/twitter/Instagram)
- Willingness to work independently
- Current first aid certification
- Experience with cash and debit machine an asset
- Competence with standard software packages (Microsoft Word and Excel)
- Writing experience would be an asset
- Preference will be given to applicants with own vehicle
- Must be willing to work weekends

Please submit your resumes in person at the St. Mary's River Association or email at [info@stmarysriverassociation.com](mailto:info@stmarysriverassociation.com) by 4:00 pm on May 23<sup>rd</sup> .