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Three Museum Summer Programmer Positions Available

To market, deliver, and supervise the delivery of summer children's programming, the three Summer Programmers will work in a team, improving and preparing six weeks of summer programming for ages 3 to 9.

The work experience is excellent for a student pursuing a teaching career. The candidates must have strong interests in working with children, have the ability to lead, and be organized and creative with the assigned work. The candidates must also have strong research, writing, and keyboarding skills.

One Archives Assistant Position Available

Working under the immediate supervision of the Assistant Curator in charge of archival collections, the Archives Assistant will work on the following:

- Organize and create records for archival collections.
- Organize and data enter photographic collections into the computerized database.
- Re-house archival collections in storage.

Training will emphasize archival practices and procedures including care and handling of archival photographs and appraisal.

The position is an excellent work experience for a student who is highly attentive and passionate about organization, detail, and history. The candidate must be responsible and comfortable working independently and making decisions. The candidate must also have strong research, writing, and keyboarding skills.

All positions are \$15.00 per hour, Monday to Friday, 35 hours/week for 11 weeks, June 5 – August 18, 2017. Applicants at the post-secondary level must be planning to return to school full time in the fall and be no older than 30 years of age.

Submit a resumé with covering letter by hand, post, or e-mail addressed to the attention of Louise Avery, Curator, by the deadline, Friday, May 19, 2017, 4 p.m.