



Dartmouth Heritage Museum
26 Newcastle Street
Dartmouth, NS B2Y 3M5
T: (902) 464-2300

www.dartmouthheritagemuseum.ns.ca

JOB POSTING – Heritage Interpreter

May 27 – August 31, 2019

35 hours per week, \$11.55/hr

We value and depend on our Heritage Interpreters. They are vital to the operation of the Dartmouth Heritage Museum. Interpreters are our front line, the face of the museum, and are most responsible for a positive, informative and enjoyable visitor experience.

The Heritage Interpreter's duties include welcoming visitors to the sites and conducting interpretive tours of the museum. They are responsible for visitor reception, front desk operations, cash handling and reconciliation and gift shop duties.

Further duties include:

- Answering public inquiries
- Presenting educational programs including preparing and facilitating workshops
- Assisting in special event preparation and delivery
- Marketing the museum programs
- Carrying on historical research, and partaking in collection management, site inventory and data entry

Some of the other duties include light housekeeping, wearing and maintaining period costumes, keeping visitor statistics and gardening.

The Dartmouth Heritage Museum Society is an equal opportunities employer. Any persons, including those who would be identified as being part of the Government of Canada's job equity groups (women, persons with disabilities, visible minorities, Aboriginal peoples), are encouraged to apply.

Applications must include a cover letter and resume and will be accepted until May 10, 2019 by regular post or email. Applications should be addressed to Mr. Terry Eyland, Manager, Dartmouth Heritage Museum, 26 Newcastle Street, Dartmouth, NS, B2Y 3M5 or to manager@dartmouthmuseum.ca

Applications can also be addressed to Shannon Baxter, Collections Manager, to same address above or emailed to collections@dartmouthmuseum.ca