

## OCCASIONAL PART TIME WEEKEND TOUR GUIDE & FRONT DESK ATTENDANT

*The Amherstburg Freedom Museum*, located in Amherstburg, Ontario, is a community-based, non-profit museum that tells the story of African-Canadians' journey and contributions, by preserving and presenting artifacts that educate and inspire. It consists of the Museum complex which houses permanent and temporary exhibits, the Taylor Log Cabin - a historic home, and the Nazrey African Methodist Episcopal Church, National Historic Site.



A M H E R S T B U R G  
F R E E D O M M U S E U M

### Commitment Required

Positions Available: 1

Start Date: Tentative Start Date – September 2020

Hours: 10-15 hours a month, weekend work required

Pay: \$14/hr

### Education

High school diploma required, interest in history or currently studying history will be considered an asset.

### Skills

Basic computer skills, fluency in written and spoken English, willing and able to learn new information to share with visitors, friendly and well-mannered, neat and well-groomed, trustworthy with money, confident to speak before a group.

### Duties & Responsibilities

Incumbents will welcome visitors upon entry to the museum, process payment and gift shop purchases using our Point of Sale terminal, answer phones, and provide guided tours of the museum's campus and its two historic buildings; National Historic Site the Nazrey A.M.E. Church and the Taylor Log Cabin. In addition to these tasks and other duties as assigned.

### Lines of Communication.

Curator/Administrator will provide training and be available in cases of emergencies. Incumbent will be required to work alone during the museums' weekend hours (1-5pm Saturday & Sunday).

### Times Needed and Place of Work

At the museum, for 10-15 hours per month, weekend work required.

Preference will be given to members of a visible minority, but *all* applicants will be considered. Only shortlisted candidates will be contacted. Interested candidates should e-mail a cover letter and resume to [curator@amherstburgfreedom.org](mailto:curator@amherstburgfreedom.org).

**Application deadline is September 10<sup>th</sup>, 2020 at 5pm.**

**Please send complete resumes and cover letters to:**

Mary-Katherine Whelan, Curator/Administrator

277 King St., Amherstburg, ON, N9V 2C7

[curator@amherstburgfreedom.org](mailto:curator@amherstburgfreedom.org)