



EMPLOYMENT OPPORTUNITY

Job Title: Museum Assistant

Organization Name: Village of New Denver - Nikkei Internment Memorial Centre

Job Location: New Denver, BC

Length of Assignment: June 1 – Aug 28, 2020 (Start/end dates are subject to change)

Hourly Wage: \$14.60 per hour

Schedule: Hours of work are between 9:30 am to 5:30 pm; 35/hours per week

The purpose of the NIMC is to collect, preserve, conserve, research, exhibit, and interpret objects which represent the life and condition of the Nikkei living in the New Denver and West Kootenay internment camps between 1942-1957. Owned and operated by the Village of New Denver, the NIMC was designated as a National Historic Site in 2010. The NIMC is open daily from May to September with an average of over 4,000 annual visitors.

The Museum Assistant will assist with the daily operation of the National Historic Site by providing cultural and heritage interpretation of the site for visitors, handling retail and admissions sales, and performing general museum administration and marketing tasks. The Museum Assistant will also take part in any community cultural programming activities organized by the NIMC and will perform other related duties as required.

Description of Tasks

The Museum Assistant's main tasks will be:

- Opening and closing the museum site
- Visitor relations and gift shop sales
- Assisting with administrative and marketing research and projects
- Assisting with maintenance of the National Historic Site
- Assisting with community outreach activities

Ideal skills of the successful candidate:

- Knowledge of Canadian History and Japanese Canadian History is an asset.
- Candidates should possess strong verbal and written communication skills.
- Student will ideally have an outgoing personality with good public speaking skills.
- Must be willing to work closely and collaboratively with people of all ages
- Should demonstrate a genuine interest in the work experience.
- Experience working with computer (prefer prior experience working with Excel, Word and Photoshop)
- Fluent in English, Japanese language would be an asset.



Candidates will be chosen on the basis of their skill level and ability; therefore, we welcome all applicants regardless of race, gender or disability. We are an equal opportunity employer and encourage applications from all qualified candidates.

Eligibility:

Must meet Young Canada Works and/or Canada Summer Jobs eligibility requirements.

Applications Procedure:

Please forward applications with resume by email to:
Chief Administrative Officer, Village of New Denver - office@newdenver.ca

We thank all applicants for their interest; however, only those selected for an interview will be contacted

About the NIMC

The Nikkei Internment Memorial Centre (NIMC) is located in the beautiful village of New Denver, BC. On the shore of pristine Slocan Lake, nestled in the foothills of the mountainous West Kootenay region, the community was founded as a mining town in 1892. It was incorporated as a village in 1929 and is currently home to a population of 500 residents. It has a moderate climate, clean air, clean water, and excellent offerings in the way of outdoor recreation. Valhalla Provincial Park is located nearby, and there are many other hiking and mountain biking opportunities on local trails. In addition to the Nikkei Internment Memorial Centre, the town has other attractions including local galleries, museums, restaurants, gardens, campgrounds and shops. Several commercial and wild hot springs are can be enjoyed nearby in Nakusp and Ainsworth. The historic towns of Kaslo and Sandon are also located within a short drive.