



EMPLOYMENT OPPORTUNITY

Historic Site Host

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

Job Location: New Denver, BC

Seasonal Employment: Aug 14 to Oct 1, 2023 (Start/end dates are subject to change)

Hourly Wage: \$15.65 per hour

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

Eligibility: Applicant must be between the ages of 15 and 30, and meet all Canada Summer Jobs eligibility requirements.

POSITION IS DEPENDENT ON GRANT FUNDING

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 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
- Guiding visitors and answering questions

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.

Applications Procedure:

Please forward a resume and cover letter to:

Kate James- Community Services Manager- Village of New Denver

By email: nikkei@newdenver.ca

By mail: PO Box 40, New Denver, BC V0G 1S0

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