

Norris Point Heritage Committee

Jenniex House

Student Job Opportunity

Closing Date: May 13th @ 3pm

Weeks of Employment: 8 weeks (35 hr/wk)

Hourly rate: \$13.20/hr

Resumes submitted to: Attn: Jenniex Heritage House Committee

Norris Point - Town Office

174 Main St. Tel: 458-2896 Fax: 458-2883

Email: info@norrispoint.ca

Desired level of education: Post-secondary or secondary (high school) students

Position Available: Museum Tour Guide/Craft Store Attendant

Tasks and Responsibilities include but are not limited to:

- Greeting and serving visitors with a guided tour of the Jenniex House Museum
- Answering questions about the museum, history of our local heritage
- Providing information to tourists about Norris Point and surrounding areas
- Data entry & record keeping
- Safe Health & Safety practices
- General clean-up and light housekeeping duties
- Serving visitors in our local craft store selling local crafts
- Working cash and inventory, end of day duties