

## **STUDENT HISTORICAL INTERPRETERS:**

Under the direction of the Manager of Operations at Sainte-Marie among the Hurons or Discovery Harbour, Student Historical Interpreters will:

- learn and practice specific facets of historical interpretation in education and public tours
- animate the site
- provide interpretive and guiding services by conducting education and public tours
- provide historical knowledge/information acquired from the site manuals internal training
- provide customer services by greeting visitors
- deliver historical interpretation services by providing hands-on activities such as blacksmithing, carpentry and clay work
- assist in the daily curatorial/maintenance of the historic buildings and furnishings
- be willing to work weekends and occasional evenings
- be willing to wear a historic costume and to adhere to the costume policy
- provide other duties as assigned

## **SKILLS AND KNOWLEDGE REQUIRED TO PERFORM DUTIES:**

- Ability to learn quickly and readily recall information
- ability to work with others responsibly and fairly
- possess excellent oral communication skills
- ability to address large groups
- ability to work with children of various ages as well as seniors
- ability to perform all duties and tasks in period costume
- ability to take direction
- ability to be flexible and adaptable in the workplace
- ability to be diplomatic with visitors and fellow staff
- ability to carry out interpretative responsibilities with the support of ongoing training and experience
- ability to adhere to workplace safety regulations, workplace protocol standards as set out by Huronia Historical Parks and/or the Ontario Public Service

**SALARY:** \$14.85 per hour

## **STUDENT MAINTENANCE WORKERS:**

Under the direction of the Manager of Operations at Sainte-Marie among the Hurons or Discovery Harbour, the Student Maintenance Worker will:

- provide cleanliness of historic site by ensuring that all garbage containers are emptied daily
- cut grass on site property, water and weed flower beds
- clean all washrooms and ensure supplies are available for public use
- vacuum public and office areas on a regular basis
- feed the animals and clean stalls as required
- run maintenance errands for maintenance staff as required
- assist the full-time maintenance staff with special maintenance projects/events
- assist with set up for special events
- safely operate equipment.
- be willing to work weekends
- possess a valid Class G driver's licence
- provide other duties as assigned

## **SKILLS AND KNOWLEDGE REQUIRED TO PERFORM DUTIES:**

- ability to learn quickly
- ability to work with others responsibly and fairly
- possess good communications skills
- ability to effectively take direction
- ability to be flexible and adaptable in the workplace
- ability to be diplomatic with visitors and fellow staff
- ability to respect tools and equipment and perform physical duties
- ability to adhere to the Ontario Health and Safety Act and the workplace protocol standards as set out by Huronia Historical Parks and/or the Ontario Public Service.

**SALARY:** \$14.85 per hour

## **STUDENT TICKET BOOTH CLERKS (ADMISSIONS):**

Under the direction of the Manager of Marketing, New Media and Visitor Services, the Student Ticket Booth Clerk will:

- greet the public and group arrivals in a professional, friendly and courteous manner
- learn the history, public programs and special events of both sites (Sainte-Marie among the Hurons and Discovery Harbour)
- promote and upsell Huronia Historical Parks' products, ranging from season passes to area accommodation packages, special event promotions and retail sales
- acquire the knowledge of local area attractions, hotels and tourism products to promote them and provide support to the local tourism economy.
- use the visitor management system to organize and take admissions for both attractions in the form of cash, cheques, credit cards, debit purchases and invoicing
- be responsible for balancing and securing cash
- follow opening and end of the day procedures
- familiarize themselves with all site rules and regulations concerning workplace protocol standards as set by Huronia Historical Parks and the Ontario Public Service
- be willing to work weekends and varied shifts throughout the day and evening
- provide other duties as assigned

## **SKILLS AND KNOWLEDGE REQUIRED TO PERFORM DUTIES:**

- ability to learn quickly and recall information
- ability to work with others in a respectful and supportive environment
- possess excellent communications and customer service skills
- ability to effectively take direction
- ability to be flexible and adaptable in the workplace
- ability to be diplomatic with visitors and fellow staff
- comfortable in a computerized environment, handling and balancing cash, cheques, debit and credit transactions

**SALARY:** \$14.85 per hour