

<b>Position:</b>	<b>Summer Interpreter – 2 Students</b>
<b>COMPANY:</b>	Cronquist House
<b>LOCATION:</b>	Red Deer
<b>HOURS:</b>	30 hours /week May – June OR July – August; Tuesdays – Saturdays
<b>SALARY:</b>	\$17.00/hour
<b>REQUIREMENTS:</b>	<ul style="list-style-type: none"> <li>• Must be proficient in Word and Excel</li> <li>• Good knowledge of social media</li> <li>• Must be between the ages of 15 – 30 years (Funding requirement)</li> </ul>
<b>DUTIES:</b>	<ul style="list-style-type: none"> <li>• Function as Host(ess) and Interpreter (Tour Guide) for Historic Cronquist House, during Tea House hours</li> <li>• Maintain artifacts and historical displays in the Cronquist House</li> <li>• Aid with the development, organization, and implementation of Society programs, including special programs for both children and adults</li> <li>• Aid with the promotion and marketing of the facilities, programs, and event of the Society</li> <li>• Collaborate with volunteers of the Society for successful organization of events and programs at Cronquist House</li> <li>• Aid the manager with administrative duties as asked, including development of procedures in compliance with policies</li> <li>• Aid with the planning, organization, and coordination of Canada Day Celebrations</li> </ul>
<b>POSTING DATE:</b>	April 17, 2025
<b>CLOSING DATE:</b>	Open until filled
<b>HOW TO APPLY:</b>	Submit your resume to <a href="mailto:rdchs@telus.net">rdchs@telus.net</a>