



Current Employment Opportunities

Thank you for your interest in working with the North American Black Historical Museum.
The following are the current job listings.

STUDENT SUMMER JOB	
Job Title	TOUR GUIDE & CURATOR'S ASSISTANT (2 positions)
Skills	Basic computer skills, fluency in written and spoken English, willing and able to learn new information to share with visitors, friendly and well-mannered, neat and well-groomed, trustworthy with money, confident to speak before a group. Fluency in spoken French is desirable but not a requirement.
Duties & Responsibilities	Primarily, to conduct interpretive museum tours for visitors. Additionally, to greet and process visitors and incoming phone calls, collect admission fees and gift shop sales, process cash, maintain records of the above, and assist the Curator/Administrator with museum operations and maintenance
Lines of Communication	Supervision will be provided by the Curator/Administrator. The site is physically small and all work will be performed in close proximity to the supervisor. One new TOUR GUIDE will be paired with one experienced TOUR GUIDE.
Times Needed and Place of Work	At the museum, for 30 hours per week during the period Tuesday through Sunday.
Commitment Required	June 29 through August 29, 2009
Benefits	\$10.25 per hour for 9 - 30 hour weeks
Contact Information	Kenn Stanton, Curator/Administrator 277 King St., Amherstburg, ON, N9V 2C7 519-736-5433 nabhm@mnsi.net
<p>These positions are for current students returning to school in September. Preference will be given to members of a visible minority and fluent in both official languages, but all applicants will be considered.</p>	

STUDENT SUMMER JOB	
Job Title	DIGITAL IMAGE PROCESSOR & TOUR GUIDE (1 position)
Skills	Fluency in written and spoken English, willing and able to learn new information to share with visitors, friendly and well-mannered, neat and well-groomed, trustworthy with money, confident to speak before a group. Fluency in spoken French is desirable but not a requirement. Attentive to detail. Advanced computer skills. Graphic Design: use of Digital Image enhancement software, especially Adobe Photoshop 7. Experience with a scanner and its software is an asset.
Duties & Responsibilities	Primarily, to scan, catalogue, and file digital images of photos, slides, and documents in the museum's collection. Provide assistance as a TOUR GUIDE for large group tours.
Lines of Communication	Supervision will be provided by the Curator/Administrator. The site is physically small and all work will be performed in close proximity to the supervisor.
Times Needed and Place of Work	At the museum, for 30 hours per week during the period Tuesday through Sunday.
Commitment Required	June 29 through August 29, 2009
Benefits	\$10.25 per hour for 9 - 30 hour weeks.
Contact Information	Kenn Stanton, Curator/Administrator 277 King St., Amherstburg, ON, N9V 2C7
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NORTH AMERICAN BLACK HISTORICAL MUSEUM & CULTURAL CENTRE, INC.

277 King Street, Amherstburg, Ontario, Canada N9V 2C7
519-736-5433 1-800-713-6336 1-866-622-4672 fax
nabhm@mnsi.net www.blackhistoricalmuseum.org
*J. Lyle Browning – President Paul Hertel – Secretary
Kenn Stanton – Curator/Administrator*

Student Application for Summer Employment under Canada Summer Jobs Program

Job Title for which you are applying _____

To be eligible for this employment you must be:

- 1. no younger than fifteen years and no older than thirty years,*
- 2. a student currently attending a secondary or post secondary school,*
- 3. continuing as a student following the summer employment period.*

Name _____

Address _____

City/Town _____ Postal code _____

Phone _____

Name of School where currently enrolled _____

Year or grade _____

Name of School enrolled for September 2010 _____

Year or grade _____

Date of Birth _____

I have a Social Insurance Number and can legally work in Canada.

I am a member of a visible minority group.

Level of fluency in English: Basic Intermediate Fully fluent

Level of fluency in French: Basic Intermediate Fully fluent

References (non-relatives):

1. Name _____ Phone _____

2. Name _____ Phone _____

Print, complete, attach your résumé, and send by mail or email, or drop off at the museum.