

Job Title: Maple Ridge Museum - Conservation and Collections Coordinator

The Maple Ridge Museum and Community Archives is a small community museum. During the summer it sponsors several community events and offers historical interpretation onsite. We are seeking responsible and enthusiastic students to fill unique summer positions. The conservation and collections coordinator will work directly with the museums object and archives collections as well as assisting with special events and public open hours.

Tasks and responsibilities:

- Object collection inventory
- Successful coordination of Heritage Day
- Display planning and implementation
- Photo book project
- Other activities as required

Position Requirements:

- Must be between the ages of 16 and 30.
- Must have been a full-time student in 2009/10 and be returning to full time studies in 2010/11
- Have a demonstrated interest in History, Community Heritage, Archives, Archaeology or related discipline.
- Valid Drivers License and access to a vehicle.

This job is subject to grant funding approval

The Maple Ridge Historical Society is an equal opportunity employer

Wage: \$15.00 per hour

Hours: 35 hours per week

9am to 4pm

Days: Wednesday to Sunday

CLOSING DATE: April 30, 2010 by 4 pm

Respond with cover letter and resume to

Museum Curator

mrmcurator@uniserve.com

Fax: 604-463-5317