



## **SUMMER STUDENT POSITION COLLECTIONS MANAGEMENT ASSISTANT**

Torbay History House & Museum is looking for a collections management assistant to help document and preserve our artifact collection. Our museum is a vibrant welcoming place, bringing residents and visitors together to explore the past using the power of personal and communal stories to enrich and impact. We accomplish this through active programs, exhibitions, partnerships, and sharing collections in our historic property and throughout the community.

The collections management assistant will process and inventory artifacts, update catalogue records, perform minor conservation, and assist in the museum's day-to-day collections management operations.

Candidates must be eligible to be employed under the Young Canada Works program and their studies must include a major focus in history, folklore studies, archaeology, anthropology, or another heritage related discipline. Applications may be submitted directly to the museum manager at [nmorritt@torbay.ca](mailto:nmorritt@torbay.ca).

Compensation: \$16.00 per hour  
Closing Date: April 28, 2023

Contact: Noah Morritt  
Manager of Heritage, Culture & Information Services  
Town of Torbay  
p. 709-437-6532 (ext. 264)  
e. [nmorritt@torbay.ca](mailto:nmorritt@torbay.ca)