

Heritage Mica Days

FRIENDS OF MURPHYS POINT PARK



HELP WANTED

FESTIVAL MANAGER

- Seasonal position May to August at 36.25 hours per week.
- Well-organized and self-motivated, able to set priorities with good time management skills.
- Experienced working with volunteers.
- Background in event planning preferred.
- Excellent communication skills and comfortable dealing with the public.
- Appreciation of our natural and cultural history.
- Suited to a student in event management, tourism or heritage studies.
- Weekend and evening work required.

Skills Required:

- Competent in social media and website updates.
- Clean driving record and satisfactory Police Records Check.
- Strong skills in all Microsoft applications.
- Access to a reliable vehicle.
- Able to easily lift 40 lb.

You must be a student returning to a full-time program in September. A full job description can be requested by email. No phone calls accepted. Please send your resume and a cover letter to events@heritagemicadays.ca. Deadline for applications is April 22, 2014.

www.heritagemicadays.ca

