

Canada Summer Student Job Positions – Wallace Area Museum

Employment Term: as soon as possible – August 22, 2026

Schedule: Tuesday to Saturday, 9:00 AM – 5:00 PM

Wage: \$20.00 per hour

Eligibility:

- Applicants must be between 15 and 30 years of age.
- Must be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations and this includes having a valid Social Insurance Number at the start of their summer job.
- Candidates with or without formal credentials are encouraged to apply.

Looking for 1 person for the Museum Assistant (Visitor Services & Collections)

Position Summary

The Museum Assistant (Visitor Services & Collections) helps support museum operations through visitor engagement, exhibit assistance, and collections care. The student will gain hands-on experience working in a museum environment while learning about heritage preservation and public programming.

Responsibilities

- Greet visitors and provide tours or information about museum exhibits
- Assist with admissions, visitor inquiries, and daily front desk operations
- Help catalogue, organize, and maintain museum collections and archival materials
- Support exhibit preparation, installation, and maintenance
- Assist with educational programming and community events
- Conduct basic research related to local history and museum collections
- Maintain clean and organized exhibit and storage spaces

Qualifications

- Interest in museums, history, heritage, archives, or tourism
- Strong attention to detail and organizational skills
- Friendly and professional communication skills
- Ability to handle artifacts and materials carefully and respectfully
- Comfortable learning new tasks and working with the public
- No formal credentials required

How to Apply

Interested applicants should submit a resume and brief cover letter outlining their interest in the position.

Applications can be directed to:

In-Person

Wallace Area Museum
13440 Highway 6
Wallace Bridge, NS
B0K 1Y0

OR

Email: wallaceareamuseum@gmail.com

Applicants of all backgrounds and experience levels are encouraged to apply.