



## Exhibit Assistant Job Posting

The Gulf of Georgia Cannery, built in 1894 in the historic village of Steveston, is a living monument to the individuals involved in B.C.'s fishing industry. The site is operated by the Gulf of Georgia Cannery Society, an independent, non-profit society and registered charity. The site is open to the public year-round, and welcomes over 56,000 visitors each year.

We are currently seeking an individual to join our exhibit team to assist with the creation of an on-line exhibit "Salmon Canneries of BC" and to maintain the Gulf of Georgia Cannery National Historic Site's permanent and temporary exhibits.

### Reporting to the Audience Engagement Manager, responsibilities include:

- Writing and editing exhibit content including captions, alt text, and transcripts
- Sourcing, ordering, and editing digital content (photos, video, and audio)
- Using WordPress content management software to add and edit content
- Lead focus group tests and an audience feedback survey of the on-line exhibit and to produce an audience evaluation report
- Prepare social media marketing materials
- Conduct permanent exhibit maintenance and assist with exhibit repairs and updates

### Qualifications:

- Excellent written and oral communications skills
- Previous experience with photoshop and WordPress desired
- Previous experience with photograph and audio or video editing an asset
- Ability to work independently and to multi-task
- Ability to work as an effective team member
- Fluency in English is required; fluency in French an asset

### Conditions of Employment:

- A clear criminal record check is required
- Must be between the ages of 16 and 28 and be a full-time student returning to full-time studies in the fall.

This is a **full-time 14-week position** from mid-May to the end of August.  
Wage is \$14 per hour, plus 4% in lieu of vacations.

### Please send your resume and cover letter to:

Shannon King, Manager of Audience Engagement  
Gulf of Georgia Cannery Society  
12138 Fourth Avenue, Richmond, BC V7E 3J1  
[shannon.king@gogcannery.org](mailto:shannon.king@gogcannery.org)

### Deadline to apply: April 24, 2017

Only suitable candidates will be contacted. No phone calls please.  
For more information about the site, please visit: [www.gulfofgeorgiacannery.org](http://www.gulfofgeorgiacannery.org)