



Summer Student Job Opportunities at the Jack Miner Migratory Bird Foundation

Heritage Day Camp Counsellor

Job Title: Heritage Day Camp Counsellor

Organization: The Jack Miner Migratory Bird Foundation

Job Type: Full time (Summer)

Language Required: English

Location: Kingsville, ON

Application Deadline: 04-01-2019

Job Start Date: 05-06-2019

Email: recruitment@jackminer.com

Website: www.jackminer.ca

Salary: \$14/hr

Job Description:

Heritage Day Camp Counsellor – Summer Position

The Jack Miner Migratory Bird Sanctuary is seeking enthusiastic, responsible, and creative individuals aged 16-30 years to develop and implement summer activities for children as part of the Heritage Day Camp program. Summer staff will be involved with enhancing and expanding current programming for children and youth who visit the Sanctuary. This will include helping with community events and other programming across the Sanctuary. Heritage Day Camp Counsellors will assist with the development of promotional materials, social media and print media associated with the summer camp and summer community events happening at the Sanctuary. Other duties include assisting with the daily operations of the Sanctuary, administrative duties and maintenance such as answering phones and tidying the historic house and grounds for visitors.

Terms: 16 weeks (35 hours per week) * This position is dependent on funding from Canada Summer Jobs.

Position includes weekdays, weekends, and some evenings on a rotating schedule. Anticipated start date is May 5, 2019 and will be 16 weeks in length.

Qualifications/Requirements:



- Previous experience in early childhood education, education, interpretation in heritage, cultural or natural setting
- Post-secondary education or equivalent in a field related to education, tourism, environmental studies, etc.;
- Excellent written and verbal communication skills;
- Proven planning and organizational skills;
- An ability to work well with the public, other staff, and within a team
- As a condition of hire, candidates must provide a criminal record clearance with a Vulnerable Sector Police Check prior to start of employment;
- Must be available full time hours, weekdays and weekends as required.
- Must be registered with the Young Canada Works online candidate inventory and meet all other eligibility criteria set out by the Young Canada Works program.
- Must be legally entitled to work in Canada

About us:

Jack Miner became the founder of the Migratory Waterfowl Refuge System by establishing the Jack Miner Migratory Bird Sanctuary in 1904. Five years later he pioneered the banding of migrating waterfowl; the recovery data was instrumental in the establishment of the Migratory Bird Treaty of 1916 between the United States of America and Canada as no government banding programs had been in existence at that time.

The Jack Miner Migratory Bird Foundation is an equal opportunity employer and we thank all applicants for their interest; however, only those selected for an interview will be contacted.

In order to be considered for an interview, please ensure the documents listed below are included in your application:

- Resume & Cover Letter
- 3 References
- Other applicable training certificates

Please submit a cover letter and resume to:

The Jack Miner Migratory Bird Foundation
Attn: Mary Baruth
332/360 Road 3 West, Kingsville, ON

Or submit by e-mail to: recruitment@jackminer.com



Landscaping and Grounds Maintenance labourers

Job Title: Landscaping and Grounds Maintenance labourers

Organization: The Jack Miner Migratory Bird Foundation

Job Type: Full time (Summer)

Language Required: English

Location: Kingsville, ON

Application Deadline: 04-01-2019

Job Start Date: 05-06-2019

Email: recruitment@jackminer.com

Website: www.jackminer.ca

Salary: \$14/hr

Job Description:

Landscaping and Grounds Maintenance labourers– Summer Position

The Jack Miner Migratory Bird Sanctuary is seeking enthusiastic, responsible, and self motivated individuals aged 16-30 years to help with maintenance and upkeep of the Sanctuary grounds and trails. Duties will include: lawn maintenance, cutting grass, gardening, equipment maintenance and repair, building maintenance and repair, tidying and setting up Sanctuary buildings for community events, feeding and caring for birds, providing tours for visitors, and assisting with community events. Training will be provided for all of the above day to day operations. In addition students will be guided in creating a landscape plan based on historic uses of the property and areas for future development for the public and wildlife habitats. Experience will be gained in gardening, planting, trail development, and working with wildlife and migratory birds.

Terms: 16 weeks (35 hours per week) * This position is dependent on funding from Canada Summer Jobs.

Position includes weekdays, weekends, and some evenings on a rotating schedule. Anticipated start date is May 5, 2019 and will be 16 weeks in length.

Qualifications/Requirements:

- Previous experience in conservation, landscaping, construction, recreation, and horticulture



- Post-secondary education or equivalent in a field related to science, conservation, landscaping, construction, recreation, and horticulture;
- Experience using equipment such as: lawn mower, ride on mower, hedge trimmer, power washer, etc.
- Ability to work safely, wear appropriate personal protective equipment, and demonstrate hazard awareness at all times;
- Participate in training sessions, ongoing learning, and safety precautions;
- Excellent written and verbal communication skills;
- Participate in meetings
- Proven planning and organizational skills;
- An ability to work well with the public, independently, and within a team
- Must be available full time hours, weekdays and weekends as required.
- Must be registered with the Young Canada Works online candidate inventory and meet all other eligibility criteria set out by the Young Canada Works Jobs program.
- Must be legally entitled to work in Canada

About us:

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Museum Assistant

Job Title: Museum Assistant

Organization: The Jack Miner Migratory Bird Foundation

Job Type: Full time (Summer)

Language Required: English

Location: Kingsville, ON

Application Deadline: 04-01-2019

Job Start Date: 05-06-2019

Email: recruitment@jackminer.com

Website: www.jackminer.ca

Salary: \$14/hr

Job Description:

Museum Assistant– Summer Position

The Jack Miner Migratory Bird Sanctuary is seeking enthusiastic, responsible, and creative individuals aged 16-30 years to assist with the development of virtual and on-site museum exhibits based on the legacy of Jack Miner. Through gaining familiarity with our archives, artifacts, and museum collections the Museum Assistant will develop exhibits, create educational opportunities for the public, increase the public awareness of Jack Miner, and increase interest in exhibit collections and this unique history. Training will be provided to learn about the process of digitizing, preserving, and cataloging historical materials. Museum Assistants will also be responsible for some day-to-day operations of the Sanctuary such as: administrative tasks, housekeeping, organizing collections and the museum resources, giving tours, providing tourist information, and providing support to community events.

Terms: 16 weeks (35 hours per week) * This position is dependent on funding from Young Canada Works in Heritage.

Position includes weekdays, weekends, and some evenings on a rotating schedule. Anticipated start date is May 5, 2019 and will be 16 weeks in length.

Qualifications/Requirements:

- Previous experience in education, history, museum studies, art history, environmental studies, interpretation in heritage, cultural or natural setting



- Post-secondary education or equivalent in a field related to history, museum studies, English, drama, marketing, business, education, tourism, environmental studies, etc.;
- Excellent written and verbal communication skills;
- Proven planning and organizational skills;
- An ability to work well with the public, independently, and within a team
- As a condition of hire, candidates must provide a criminal record clearance with a Vulnerable Sector Police Check prior to start of employment;
- Must be available full time hours, weekdays and weekends as required.
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Museum Visitor Services Coordinator

Job Title: Museum Visitor Service Coordinator

Organization: The Jack Miner Migratory Bird Foundation

Job Type: Full time (Summer)

Language Required: English

Location: Kingsville, ON

Application Deadline: 04-01-2019

Job Start Date: 05-06-2019

Email: recruitment@jackminer.com

Website: www.jackminer.ca

Salary: \$14/hr

Job Description:

Museum Visitor Service Coordinator– Summer Position

The Jack Miner Migratory Bird Sanctuary is seeking enthusiastic, responsible, and creative individuals aged 16-30 years to plan and deliver family based summer events and assist with other community events at the Jack Miner Migratory Bird Sanctuary. The Museum Visitor Services Coordinator will assist with weekly programming such as the Eco Club and work with other staff in increasing public awareness of programs offered at the Sanctuary. This position will include the development of educational programs for the public and assisting in advertising for community events, tours, and educational programming. Day-to-day operations such as: administrative duties, giving tours, providing tourist information, and assisting with other Sanctuary programming such as the Heritage Day Camp will also be required.

Terms: 16 weeks (35 hours per week) * This position is dependent on funding from Young Canada Works in Heritage.

Position includes weekdays, weekends, and some evenings on a rotating schedule. Anticipated start date is May 5, 2019 and will be 16 weeks in length.

Qualifications/Requirements:

- Previous experience in early childhood education, history, environmental studies, education, interpretation in heritage, cultural or natural setting



- Post-secondary education or equivalent in a field related to history, English, drama, marketing, business, education, tourism, environmental studies, etc.;
- Excellent written and verbal communication skills;
- Proven planning and organizational skills;
- An ability to work well with the public, independently, and within a team
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