



A PART of THE NOVA SCOTIA MUSEUM

P.O. Box 640
162 Two Islands Road
Parrsboro, NS B0M 1S0
902.254.3814

Operated in partnership with the Cumberland Geological Society

Job Opportunity

Term Position - Outreach & Development Officer (Maternity Leave)

Fundy Geological Museum - Parrsboro, Nova Scotia

This is a 12-month term position covering a maternity leave, with potential for extension.

- The successful candidate will begin work June 27th, 2022.
- The job involves 32 hours per week on a Monday to Friday schedule.
- Health, dental, and vision benefits as well as paid sick leave and vacation time are included.
- Fundy Geological Museum offers an engaging and forward-thinking workplace with opportunities for career development.

The Fundy Geological Museum is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind including but not limited to the basis of: race, religion, colour, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental disability, national origin, or veteran status.

The Outreach & Development Officer focuses on drawing guests to the Museum and facilitating the development of new and exciting visitor experiences.

Key Responsibilities:

- Design and implement social media and advertising campaigns, and oversee the Museum's online presence.
- Coordinate tours and experiences, manage booking system, and analyze visitor statistics.
- Design marketing materials for the Museum.
- Demonstrated success with grant applications will be considered an asset.

To apply, send a cover letter and résumé to FundyGeo@NovaScotia.ca by midnight on Sunday May 29th 2022, using "O&D Position" in the subject line.

The Fundy Geological Museum acknowledges that we are in Mi'kma'ki, the ancestral territory of the Mi'kmaq people and we are honored to all be Treaty people.

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