

THE MUSE VOLUNTEER POSITION: HANDYMAN

Whether it is a huge dumping of snow, burnt out light bulbs, or walls desperately in need of a fresh coat of paint, The Muse occasionally requires the work of a volunteer Handyman.. Responsibilities will vary depending on the current exhibitions, seasons, and other needs of The Muse. The Muse may keep on call several different Handymen with a variety of skill sets so please indicate on your Volunteer Application Form which types of tasks you are experienced in and willing to perform.

JOB TITLE	
Reporting	Shelby Smith, Art Centre Programmer
Time Commitment	<ul style="list-style-type: none"> ● Availability occasionally throughout the year to perform tasks.
Position Requirements	<ul style="list-style-type: none"> ● Membership to The Muse ● Ongoing Health and Safety Training

TRAINING AND ORIENTATION
<p>Minimal training is required for this position, though the individual is expect to come trained with the skills that they indicate on their application</p> <p>Initial Training: All Muse volunteers will be given a brief orientation and tour of the Lake of the Woods Museum and Douglas Family Art Centre.</p> <p>Trial Period: All new volunteers will be on a probationary period for three months. At the end of the three months, their role will be reviewed by the Art Centre Programmer and The Muse Director, at which point, both parties will assess if the role is a good fit for both parties.</p>

POSITION RESPONSIBILITIES
<ul style="list-style-type: none"> ● Assist with odd jobs including, but not limited to: carpentry, painting, shovelling, changing lightbulbs, etc. ● Abide by the Health & Safety Policies of The Muse. ● Greeting any visitors of The Muse in a pleasant manner.

POSITION QUALIFICATIONS
<ul style="list-style-type: none"> ● Reliable and dependable (shows up when called with reasonable lead-time). ● Previous Handyman experience including manual labour, painting, electrical, and/or carpentry.

BENEFITS

As a member of The Muse:

- Invitations to exhibition openings and other events, including exclusive “Members Only” events.
- Quarterly Museum / Art Centre Newsletter.
- Free or reduced admission to most exhibits and exhibitions.
- Member pricing on Muse programming.
- 10% discount on gift shop purchases.

As a volunteer:

- Volunteer hours and career-building experiences (for high-school students).
- Annual appreciation events.

HOW TO APPLY:

Interested applicants can submit a completed Volunteer Application Form to Shelby Smith at the Douglas Family Art Centre at 224 Main St. S. Kenora, ON or via email at ssmith@themusekenora.ca

Copies of the Volunteer Application can be found at www.themusekenora.ca/give-and-join/volunteering