



Local Tour Guide

Position: **Local Tour Guide**

Reports to: Chair of Heritage and Archives
Co-Chairs of Ministry and Personnel

Role of this Position:

To lead the tours of our historic building, daily or weekly, as required. Share the history of our space and the St. John's Ecclesiastical District with tourists and local individuals, along with assisting with intake and organization of artifactual items.

Tasks and Responsibilities

1. Interpret the history and artifactual items in the Gower sanctuary and lobby to diverse visitors.
2. Liaise with clergy and support staff at Gower United
3. Liaise with the Archive Committee Representative and other guides employed with ecclesiastical heritage tours as necessary.
4. Keep the presentation area tidy and be up to date with scripts and technical support tools.
5. 2nd language skills and experience in tourist-related industries are preferable.
6. Research and management of historical inventory with the necessary data recording.
7. Digital reformatting of materials as time allows.
8. Work in relation with the other churches in the St. John's Ecclesiastical District.
9. Administrative support in office area of clergy and church life

Skills Development

Working with the Archival Committee and partner churches will require an adaptable and collaborative personality. Coordinating schedules, meeting visitors, and presenting information will frequently demand on-the-spot changes in methodology and timing.

Communication can be needed in other languages other in English.

Use of short film presentation and descriptions of historical items will enrich the visitor's experience. Technical aids will be available. The Guide/interpreter selected will need to present historical material in an engaging innovative manner. This position will develop skills for those whose ultimate goal is to work in a library, some segment of the tourist industry or in the education profession. There may be some handling of payments for donations and souvenir items. Problem-solving and digital abilities will be developed in preparing and presenting archival materials for current visitors or for future storage.

Compensation

The rate of pay for a coordinator is \$17 per hour for 10 weeks.

Dates of Work

The position begins on June 10th, 2024

Send your cover letter and resume to gusc@nl.rogers.com by May 10th, 2024.