



Cape Bear Lighthouse & Marconi Station Inc  
42 Black Brook Road, PO Box 17  
Murray Harbour, PE  
COA 1V0  
[info@capebearlighthouse.com](mailto:info@capebearlighthouse.com)

Cape Bear Lighthouse is accepting applications for a student to fill the **Research and Exhibit Development Assistant** position for the upcoming summer season.

The ideal applicant will be:

- Knowledgeable and passionate about local history of PEI
- Studying at the post-secondary level with a focus on arts, in particular history
- An Intermediate to advanced Computer/ digital-related user (e.g. word processing, digital photography and basic photo manipulation)
- Able to demonstrate research skills in both documented and oral history
- Independent and capable of reporting on progress
- Creative, eg working with graphic design or other digital skills (video, reels, posters, etc)
- Registered online with Young Canada Works in Heritage Organizations (YCWHO)

Responsibilities:

- Research - become familiar with the present site information resources; visit other sites (lighthouses and local museums) with a plan to study displays, etc for reference; visit Archives in Charlottetown.
- Catalogue (digital and manual) artifact collection.
- Develop 'guided tour' for staff use.
- Prepare outlines for Internal and External Educational Panels and assist graphic designer with development of the final product (under direct guidance of supervisor(s)).
- Assist with Exhibit and Display Designs and Updates.
- Meet with supervisor(s) as required; at least biweekly.
- Assist in Signal Shop (15-25% of hours) with a focus on tours.
- Develop some fun things for kids for International Lighthouse Day (Aug 7)
- Establish a Digital Display (eg video or slideshow) on the CBL Story for use (viewing) in the new Signal Shop.
- A valid First Aid certification recognized by WCS-PEI is required.
- A driver's license and own transportation are required.

Salary: \$16.75 per hour (plus 4% vacation pay).

Please forward your application with resume to [info@capebearlighthouse.com](mailto:info@capebearlighthouse.com) by April 30th with the title: "Job Application: Research and Exhibit Assistant".