

# Student Tour Guide at Elmira Railway Museum

**Start Date:** Immediately

**End Date:** September 12th

**Duration:** 12 weeks

**Salary:** \$17 per hour, (plus 4% vacation pay)

**Hours:** Full-time, 37.5 hours per week

**Job Location:** Elmira Railway Museum

**Other Requirements:** Student Position

**Please note:** employment with the PEI Museum and Heritage Foundation is conditional upon the successful completion of a criminal record check

**Closing Date:** June 26<sup>th</sup>, 2026

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**How to Apply:** Email your resume to [wrnowlan@gov.pe.ca](mailto:wrnowlan@gov.pe.ca) with Subject Line "Student Tour Guide"

## **Additional Statements:**

- We thank all for the applicants. Only those selected for an interview will be contacted
- The PEI Museum and Heritage Foundation is stronger and most effective when we reflect the diversity of the Island population we serve. We are dedicated to building and promoting a diverse, equitable and inclusive workforce, representative of our Island community

**Required Skills, Education and Experience:** None. We will *train* you. (Get it? Train...like the trains...at the museum...please apply, we're very fun to work with.)

## **Position Objective:**

Elmira Railway Museum is seeking a Student Tour Guide, duties include the following:

- delivering professional quality interpretation
- welcoming visitors, leading tours, and explaining the historic significance of items
- promoting the Elmira Railway Museum through increasing its social media presence
- completing other duties as assigned.

**Related Tasks:**

The student tour guide position may also be required to:

- Use POS system to sell admission tickets and items in the gift shop
- Help with upkeep of the buildings and equipment, including light cleaning duties

**Assets:**

- friendly and outgoing
- an interest in history
- able to work outside in the heat
- bilingual (French an asset; other languages are also great!)
- able to work on weekends
- experience working with the public
- customer services experience