



Western Development Museum  
Moose Jaw

50 Diefenbaker Drive  
Moose Jaw, SK S6J 1L9

P: 306-693-5989  
W: wdm.ca

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**WESTERN DEVELOPMENT MUSEUM - MOOSE JAW**  
**is now accepting applications for the following position**  
**Summer Grounds Maintenance Assistant**

**GENERAL DESCRIPTION:**

Reporting to the Maintenance Supervisor, the Summer Grounds Maintenance Assistant's main responsibility will be to support the operation of the Vulcan steam locomotive by assisting the volunteers, looking after coaches and station, and ensuring the grounds and equipment are aesthetically pleasing. They will also assist with the set-up of special events and functions. Weekend work is required.

**DUTIES:**

- Grounds maintenance
  - Scrape and paint coaches, blacksmith shop and water tower
  - Trim caragana hedge
  - Cut grass that tractor cannot reach with a push mower
  - Split and pile wood
- Steam program duties
  - Clean coaches at the beginning of the day, between riders and at day's end
  - Clean station at the beginning and end of day
  - Ensure PA system is in place and working
  - Step in as a Conductor when required
- Volunteer services
  - Prepare, serve and clean up volunteer lunch
  - Ensure water is available for volunteers all day
- Special Events and Programming
  - Assist with the set-up and dismantling of special events and programs held in the Museum
  - Assist with artifact and exhibit security

**QUALIFICATIONS:**

- Self-motivated and able to work independently
- Willing to work weekends
- Have superb organizational skills
- Valid driver's license
- Knowledge and experience in grounds maintenance is an asset

**CONDITIONS:** \$14/hour  
Employee Benefits Plan as per WDM Human Resources Policies  
Term: 12 weeks from June 5 to August 27, 2022  
Hours: 7.5 hours per day - 37.5 hours per week, will include weekends

This position is funded through Canada Summer Jobs.

The candidate must be:

- between 15 and 30 years of age (inclusive) at the start of employment;
- a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act\*; and
- legally entitled to work according to the relevant provincial/territorial legislation and regulations.

\*International students are not eligible. Recent immigrants are eligible if they are Canadian citizens or permanent residents.

**Application deadline: May 21, 2022**

**Apply to:**

Summer Grounds Maintenance Assistant Selection Committee  
Western Development Museum - Moose Jaw  
50 Diefenbaker Drive  
Moose Jaw, SK S6J 1L9

By E-mail: [moosejaw@wdm.ca](mailto:moosejaw@wdm.ca)

Written or email applications only, please.

Only applications selected for an interview will be contacted.

*The WDM will conduct a screening process that is fair and equitable.*