

Fruitland Township E-News

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Township Board

Jeff Marcinkowski, Supervisor Breann Fagan, Clerk Debbie Pachman, Treasurer **Trustees**

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May 24, 2023

JOB OPENING



Job Opening:

SPLKA Curator & White River Light Station Manager

Employer: Sable Points Lighthouse Keepers

Association (SPLKA)

Job Type: Full-Time March-November, Part-

Time December-February

Salary: \$22,000-\$26,000 (based on experience)

Additional Benefits: Housing, Travel & Phone

Stipends

Job Location: White River Light Station (WRLS)

& SPLKA's Lighthouses

Start Date: June 26th, 2023

Job Description

The Curator at Sable Points Lighthouse Keepers Association is responsible for the development of exhibits, programing, and distribution of historical information to guests, volunteers and staff of the Association. This individual will play an important role of documenting and properly storing all of the Association artifacts to ensure they will be appreciated by future generations. Additionally, the Curator will serve as the full-time resident of the White River Light Station year-round.

Job Duties/Responsibilities:

- Maintaining a positive relationship with SPLKA volunteers, staff, and stakeholders.
- Responsible for artifact and historical document care throughout SPLKA sites.
- Aids in development and planning of all educational components at SPLKA sites and at community outreach events.
- Maintains a clean and welcoming environment at the White River Light Station.
- Conducts day-to-day business at WRLS and responds to all inquiries and tour bookings in a timely manner.

Position Requirements:

- Bachelor's Degree in a related field.
- Must demonstrate excellent written and oral communication skills.
- Must possess excellent public relation skills and demonstrate the ability to develop positive relationships with a wide variety of people.
- Must possess computer skills and be able to use Word, Excel, and Power Point. (Experience using PastPerfect is preferred but not required)

For complete job description and to submit a resume and cover letter, please email Jack@splka.org.

Applications will be reviewed immediately.

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