

POSITION: Gift Shop Clerk (Part-Time)
REPORTS TO: Gift Shop Manager
CLASSIFICATION: Part Time, Hourly



SUMMARY OF POSITION

We are looking for the right individual to provide friendly, responsive service that creates an exceptional environment for our guests. We desire to set the tone for a memorable, enjoyable experience at Vermilionville Living Museum & Folklife Park as well as La Boutique at Vermilionville.

DUTIES & RESPONSIBILITIES

- Welcome and greet visitors to the historic village;
- Inform visitors about daily park activities including artisans and their crafts;
- Familiarize yourself with village history to answer questions about products, self-guided tours, on-going activities & programs;
- Sell park tickets and use Quickbooks to register customer purchases;
- Promote upcoming events;
- Tidy the gift shop when necessary;
- Dress in time period appropriate clothing;
- Perform other duties and responsibilities assigned by gift shop manager.

QUALIFICATIONS

- Must be available to perform basic mathematics
- Ability to speak fluent French is *required*
- Dependable, customer-oriented and responsible

If you would like to be a part of our dedicated team, please send a cover letter and resume to giftshop@bayovermilliondistrict.org. Or, give Chris Benoit a call at 337.233.4077 x.210.

Thanks for your interest in La Boutique at Vermilionville!