



# HUBLE HOMESTEAD/GISCOME PORTAGE HERITAGE SOCIETY

202 – 1685 3rd Avenue Prince George, BC V2L 3G5  
store@hublehomestead.ca

(250) 564-7033  
www.hublehomestead.ca

## Job Posting

### **Position: Heritage Interpreter**

**Location:** Huble Homestead Historic Site (located 40 km north of Prince George, BC)

**Duration:** May 5, 2025 - September 1, 2025

**Position Status:** Temporary full-time (37.5 hours a week); grant-funded

**Wage:** \$19.00 an hour

**Number of Positions:** 4

### **Job Summary:**

You will be responsible for creating and enhancing an inviting experience and atmosphere for visitors of all ages. Day-to-day responsibilities include interpreting historical information about the site and the region; assisting in the planning and execution of site programming; providing excellent customer service; learning about and presenting historical activities; and assisting with general site maintenance.

Huble Homestead is a historic site located 40km north of Prince George, BC on Lheidli T'enneh keyoh. At Huble Homestead we focus on preserving and promoting the history of Huble Homestead, Giscome Portage, and the surrounding region through responsible stewardship and education programming.

### **Job Responsibilities:**

- Greet and welcome visitors of all ages.
- Conduct guided tours of Huble Homestead to visitors, school programs, and tour groups.
- Assist in the planning and execution of programming and site rentals.
- Lead games, activities, and demonstrations for visitors of all ages including, but not limited, to old-fashioned activities like making butter and ice cream.
- Perform food related duties, such as food preparation, cooking, and serving.
- Assist with the day-to-day operations of the General Store, such as customer sales, product restocking, store accounting, and cash handling.
- Assist with general site maintenance and garden upkeep.
- Perform cleaning tasks such as dusting, sweeping, mopping, and sanitizing.
- Assist with exhibits, repairs, and general artifact care.
- All other duties as required.

### **Skills and Qualifications:**

- Ability to work independently and within a team environment.
- Ability to follow oral and written instructions.
- Ability to exercise integrity, good judgment, critical problem solving and initiative.
- Ability to work in an ever-changing environment and tackle frequent interruptions.

- Knowledge of local history and geography, including old-fashioned crafts and activities, would be an asset.
- Excellent customer service skills; retail experience would be an asset.
- Proficiency in English required, with additional languages being an asset.
- Ability to lift, move and carry up to 20 kg.
- Canadian Red Cross Emergency First Aid and Food Safe would be an asset.

### **Requirements:**

- A valid British Columbia drivers' licence and access to a personal vehicle to travel to and from work every day.
- Must be able to work a five-day week, which will include weekends and holidays, both on and off site.
- A Criminal Record check.
- For grant purposes, successful applicants must be between the ages of 16 and 30, currently enrolled in full-time studies, and intending to return to full-time studies in the semester following the position.

At Huble Homestead, we strive to create a diverse workplace with team members from a range of backgrounds and experiences. We encourage women, visible minorities, and Indigenous students to apply.

Interviews will begin March 3, 2025, and continue until the position is filled.

Please send applications to:

Christine Reid, Store Manager  
 #202-1685 3rd Ave.  
 Prince George, BC  
 V2L 3G5

E-mail: [store@hublehomestead.ca](mailto:store@hublehomestead.ca)

### **Instructions for Applying by Email:**

- All application information must be sent as an **e-mail attachment**. This should include a cover letter and detailed resume. Documents may be combined into one file or sent as separate attachments. Please submit materials in .doc or .pdf format.
- In the **SUBJECT LINE** of the email indicate the position title (Heritage Interpreter) and Applicant Name.

We thank all applicants for their interest;  
 however, only those selected for interviews will be contacted.

Please visit <http://www.hublehomestead.ca> for more information on Huble Homestead Historic Site.