



#### Job Situation

Heritage site interpretation centre. Desk and computer. Library atmosphere. Working with public. Reporting to Directors. Regular hours.

#### Weekly Hours of Work

40

#### Overtime

#### Monthly Salary

\$3,590

#### Student Loan – Owing

#### Student Loan – Monthly Payment

\$287

#### Duties

Maintain archival collection of documents and photographs. Maintain reference library. Act as resource person for researchers. Supervise staff. Write reports and papers.

#### Prospects

Management in library or archive. Education. Consulting.

#### Job Title

Archivist

#### National Occupational Classification (NOC)

5113

#### Job Description

Just this morning you attended the last big planning meeting with the Hunter Family Foundation and made your presentation along with the project director and the museum curator who you have been working with on the plans for the public displays and the overall site design. Your first treasure is a beautiful old photograph by a local artist of Judge Hunter turning the first sod for the construction of the library building that is now almost a hundred years old.

The second brought a gasp of recognition from the Hunters— a leather bound journal filled with poetry and watercolours by Emily Hunter. The journal will be the centrepiece in the reading room, a beautiful oak-panelled corner room with large windows, overlooking Emily's garden. Her daughter, wanted it to be included in the collection. You promised it would always be the property of the institute. The core of the collection is the material from Judge Hunter that you have been working with since your student days.

The beautiful old out-buildings have been restored. Now the curator and his team are busy installing exhibits about the original settlers and their logging and farming activities. You are working on the archival displays of photographs and documents in the main lobby and the reading room, where your desk is now permanently installed. Although the site isn't open to the public yet, already you have had some visits from historians and archivists who wanted a sneak preview.

The site will open in a couple of months, by which time you will have the library catalogued, and the handcrafted display case for Emily's journal installed. You are looking forward to working with students and researchers again, and are thinking about continuing your own research to earn your doctorate. When you mentioned it to some friends they laughed and asked you if you were ever going to finish school. You thought for a second, and answered them "No. Never!"