

DAYS

THEM

THEM DAYS INCORPORATED
P.O. Box 939, Station B
Happy Valley-Goose Bay
Labrador AOP 1E0
Canada
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SUMMER JOB AD Editorial/Archival Assistant

Them Days has a job opening for a summer student in their office. This student will be helping with *Them Days* magazine and in the archive. This is a great opportunity to learn about working for a magazine and about Labrador history.

Duties include:

- researching and identifying story ideas
- conducting oral history interviews with seniors
- transcribing interviews
- fact-checking and proofreading
- digitizing archival material
- entering data
- organizing an exhibit
- other office duties as needed

Qualifications:

- Willingness to learn
- Good reading/writing skills
- Ability to type quickly and accurately
- Responsible, dependable worker
- Interest in history and culture
- Driver's license an asset

This position is for students aged 15-30 who will be studying full-time in the fall, per our funding rules.

Compensation is \$10/hour, 35 hours a week, for a total of 8 weeks (June 3 – July 26).

Please send your cover letter & resume by **Sunday, May 26, 2013**.

By e-mail: themdays@themdays.com

By fax: (709) 896 – 4970

In person: 3 Courte Manche Street

By mail: Them Days Inc.
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