



W O O D L A N D  
C U L T U R A L C E N T R E

## Job Posting

**Job Title:** Maintenance Assistant – Summer Student

**Duration:** July 6, 2025 – August 28, 2026 (8 weeks)

**Wages:** \$17.60/hour, 35 hours per week – Typically Mon-Fri, some evenings and weekends

### Job Duties

- Routine detail cleaning of museum building: museum, gallery spaces, meeting rooms, offices, kitchen and washrooms
- Some heavy lifting and moving
- Set up and take down of facility rentals, tours and events
- Sanitization of high traffic areas and surfaces (PPE provided)

### Job Responsibilities:

- Ability to take direction as required
- Self-starter working with minimal supervision
- Organized with attention to detail
- Willing to work within a public environment

### Qualifications:

- Be able to communicate effectively
- Attention to detail, professionalism, confidentiality, strong communication & interpersonal skills
- Ability to multitask and is solution oriented
- Excellent organizational skills

### Physical Requirements:

- Must be able to lift chairs, boxes and other moderately weighted objects
- Must be able to carry boxes up and down flights of stairs
- Indoor and outdoor physical labour

*As this position is generously funded by GREAT, only applicants eligible for GREAT funding can apply.*

Applicant must have reliable transportation to Woodland.

Applicants shall submit a cover letter, resume, and two references by **4 pm on Friday, June 12, 2026** to:

Administration

Woodland Cultural Centre

184 Mohawk Street, Brantford ON N3S 2X2

519 759-2650

[administration@woodlandculturalcentre.ca](mailto:administration@woodlandculturalcentre.ca)

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