

TOWNSHIP OF LAIRD
EMPLOYMENT OPPORTUNITY

Heritage – Program Assistant

The Township of Laird, located approximately 25 miles southeast of Sault Ste. Marie, is seeking to fill **one (1) Heritage – Program Assistant position**.

This position will run for **approximately 8 weeks during the summer**.

Eligibility Requirements:

Applicants must be **between 15 and 30 years of age**.

The successful candidate will work at the **Township Office alongside staff to assist with the Township Museum**, including **uploading photos and information to support the preservation and organization of historical records**.

Application Process:

Interested candidates are asked to submit a **cover letter and resume outlining their qualifications and experience by 5:00 p.m. on Thursday, April 23, 2026**.

Applications may be submitted by email or dropped off at the Township Office:

Email:

info@lairdtownship.ca

Mail or Drop Off:

Township of Laird
3 Pumpkin Point Rd. W.
Echo Bay, ON P0S 1C0

Phone: 705-248-2395