

# Louisa County Conservation Board

## Employment Opportunity

**Position:** Assistant at Toolesboro Indian Mounds and Museum

**Responsibilities:** Staff Toolesboro museum and greet visitors. Lead tours as requested by visitors. Answer visitor questions about the museum and other area attractions. Light cleaning is included (vacuuming, dusting, wash windows, clean restroom).

**Hours:** 4 hours/day, Friday – Thursday every other week (shared position with another part time employee). There may be some flexibility in the schedule but weekend hours are required.

**Length of employment:** Memorial Day weekend – Labor Day weekend, then weekends through the end of October. Occasional hours in off-season for tour and school groups. This position is filled annually.

**Pay:** \$9.00 - \$10.00/hour, depending on experience

**Qualifications:** Must be 18 years or older. Must be willing and able to work alone with little supervision. The ideal candidate will have an interest in history and be able to communicate well with visitors.

**How to apply:** Send or email resume and letter of application to:

Julie Ohde  
Louisa County Conservation Board  
12635 County Road G56, Suite 101  
Wapello, IA 52653  
[lccb@lccb.org](mailto:lccb@lccb.org)  
319-523-8381

Find out more about Toolesboro Indian Mounds & Museum at [www.NaturallyLouisaCounty.com](http://www.NaturallyLouisaCounty.com)