



Musée Holocauste Montréal  
Montreal Holocaust Museum

## **Communications and Events Assistant**

***From July 14 – September 5, 2025***

The Montreal Holocaust Museum educates people of all ages and backgrounds about the Holocaust, while sensitising the public to the universal perils of antisemitism, racism, hate and indifference. Through its Museum, its commemorative programs and educational initiatives, the Montreal Holocaust Museum promotes respect for diversity and the sanctity of human life.

The Museum is looking to hire a summer student as a Communications and Events Assistant. This person will contribute to the museum's public programming, social media content, and marketing efforts.

### **Job Description:**

- Assist the communications team in researching event topics, partnerships, and planning
- Develop communication materials: web content and promotional texts
- Update contacts and distribution lists
- Research advertising opportunities
- Create content for social media based on the Museum's collection, exhibitions, and events
- Contribute to other summer promotional efforts

### **Required Qualifications:**

- The candidate must be bilingual (excellent written skills in both English and French)
- The candidate must be enrolled in communications, marketing, museum studies, or another relevant program
- The candidate must have a strong sense of organization and professional ethics as well as an interest in history, the Holocaust, human rights, and current events.
- The student must be returning to full-time studies in the fall.

This is an 8-week contract starting on July 15, 2025. The hourly wage is \$17.00. According to the "Canada Summer Jobs" program requirements, the candidate must be a Canadian citizen or authorized to work in Canada, between 15 and 30 years old. The expected start date is July 15, 2025, and the expected end date is September 5, 2025.

The Montreal Holocaust Museum encourages individuals identifying with marginalized groups to apply. Please send your resume and cover letter by May 16, 2025, to [info@museeholocauste.ca](mailto:info@museeholocauste.ca), indicating "Canada Summer Jobs – Communications & Events Assistant" in the subject line.

Only those selected for an interview will be contacted. We thank you for your interest in the Montreal Holocaust Museum.

