



The Annapolis Valley Apple Blossom Festival aims to be the premier family festival in the country.
86^h Apple Blossom Festival “Honoured by History - Inspired by Change” May 23 – May 28, 2018

December 5, 2017

Seasonal Employment Opportunity: Office Manager

The Annapolis Valley Apple Blossom Festival (AVABF) Board of Directors is seeking a seasonal Office Manager. This role is central to the effective functioning of the AVABF. The position is a 35-hour-per-week seasonal position (January to June) reporting to the AVABF Board Executive and working closely with Board Committees. If you are a detail-oriented person, who has a way with computers and a passion for working in a collaborative, non-profit environment, we would love to meet you!

For full job description, email info@appleblossom.com

Terms: Seasonal; full-time (35 hours per week) at \$13/hour, beginning January 2017. Some coordination/communication expected with Board during off season.

Hours: Monday to Friday from 9am to 4pm (some room for negotiation). Some evening/weekend work will be required.

Location: AVABF Office – Unit #8, 325 Main Street, Kentville, NS B4N 1K5

Application: Cover letter, resume and three references. Please submit your application with required elements in the following order: cover letter, resume, references.

Deadline: December 22, 2017

Attention: AVABF Board of Directors via info@appleblossom.com

We thank all applicants for their time and interest, however only short-listed applicants will be contacted.

The AVABF welcomes new board members and volunteers, please visit:
www.appleblossom.com/forms

Tel: 902.678.8322 Fax: 902.678.3710
Email: info@appleblossom.com
Website: www.appleblossom.com