



EMPLOYMENT OPPORTUNITY
Walsh House Manager
May 7th, 2026

The Town of Gambo is presently accepting resumes for the position of Walsh House Manager under the Job Creation Partnership Program

This position will be responsible for overseeing the Visitor Information Centre, including greeting visitors and providing tourism and heritage related information.

This is an 15-week, non-EI insurable position.

Further information relating to this position can be found at [www.townofgambo.com/Council/Employment Opportunities](http://www.townofgambo.com/Council/Employment%20Opportunities)

Deadline for submitting resumes is 4:30 p.m. on Friday, May 15th, 2026.

Please forward resume to:

Town of Gambo
Walsh House Manager
Attention: Lorne Greene, Town Clerk
P.O. Box 250
Gambo, NL A0G 1T0

Email: lorne.greene@townofgambo.com
Fax: 709-674-5399

Lorne Greene
Town Clerk

Walsh House Manager

May 7th, 2026

The Town of Gambo is presently accepting resumes for the position of Walsh House Manager. This position will be responsible for the daily operations of the Walsh House.

Specific Duties and Responsibilities:

- Responsible for greeting tourists/visitors and providing tourist and heritage related information.
- Responsible for assisting with special events at the Walsh House and Village Green.
- Responsible for the daily operations of the Walsh House including general office duties and record keeping.
- Responsible for light cleaning and general upkeep of the Walsh House.
- Responsible for other related duties as assigned by the Town Clerk, Town Manager, and the Recreation Director/EDO.

Knowledge, Skills and Abilities

- Training and experience in the tourism field an asset.
- Excellent public relations and communication skills.
- Ability to work flexible hours with evening and weekend work if required.
- Ability to work in a computer active environment.
- Ability to keep clear, concise records of visitor information.
- Ability to work with minimal supervision.

Conditions of Employment

- Access to a vehicle and a valid Class 5 driver's license.
- Letter of Conduct and Vulnerable Sector Check.
- \$685.00/week for fifteen weeks.
- Must live in the province.
- Must be Canadian citizens or permanent residents who can legally work in Canada.
- Must be approved by the department under Section 25 of the Employment Insurance Act.
- Must have an employment plan that shows the JCP work experience supports a reasonable job goal.