

OPENINGS AT THE NORTH HOUSE FOLK SCHOOL

School Store Manager/Intern Coordinator

Serve in a lead role welcoming students/visitors, managing school store and overseeing internship program. Requires extensive experience working with the public, managing inventory and sales, coordinating/coaching staff, and balancing priorities. Significant computer skills, educational leadership, and organizational abilities are essential. Full time with benefits starting mid-March.

Office and Special Events Assistant

Part-time position connected directly to day-to-day operations at North House combined with expanded involvement during key special events. Requires experience working with the public, managing administrative details, completing detailed projects and collaborating with other staff. Must have excellent computer, organizational and people skills. Core hours May through September (10-20+/week), with some limited year-round involvement possible.

Please request an application packet – Kay @ 218-387-9762 or info@northhouse.org.
Application deadline: February 14, 2014 at 5pm.