



50 Lighthouse Road
Grand Manan, NB
E5G 2A2

Swallowtail Keepers Society offers a volunteer opportunity for one or two people at a time to live at the spectacular Swallow Tail light station on Grand Manan Island in the Bay of Fundy, Canada, from late May to the end of September and act as full-time volunteer caretakers and hosts. Preference will be given to those who can stay for an extended period but shorter periods are possible. While not recommended, exceptions may be made for children age 12 or older to accompany an adult.

Grand Manan Island is located in the mouth of the Bay of Fundy between the coast of Maine to the west, New Brunswick to the west and north and Nova Scotia to the east. The island has approximately 2,500 year round residents with most amenities available. Largely a fishing community, salmon aquaculture and tourism are also important to the community. The island is accessed by a daily toll ferry (www.coastaltransport.ca) that passes by the lighthouse, with increased service in the summer when a second ferry makes additional trips.

The light station is close to the ferry landing and is visited by approximately 8000 people during late spring to fall. Limited parking is available at the entrance. Bicycles can be stored below the Welcome Centre. The Welcome Centre/gift shop and well/pump house are located at the parking area. Access to the light station is down a flight of 54 concrete steps, across a wooden footbridge and then approximately a 300m (1000') gravel footpath to the keepers house. The lighthouse is an additional 100 m (300') along a wooden boardwalk. There is a trolley cart on the stairs and an ATV on the property as well as a wheelbarrow for moving equipment, supplies, gear, etc. Beside the keepers house is a fully equipped workshop, the former boathouse.

Fog is frequent in the summer and the fog horn blows every 20 seconds until visibility improves. If noise is a problem when sleeping, this should be considered before applying. Applicants must be physically fit and able to climb the equivalent of a four-storey building many times (both the lighthouse and the access stairs).

The keepers house is modestly furnished with 6-bedrooms, kitchen, dining and living area. There is currently one full bath and one half bath and a washing machine. Water is gravity fed above ground from the top of the hill. The property is hooked to the electrical grid and has WiFi. Cell phones are recommended, however, not all carriers operate on Grand Manan (any associated with Bell are fine, Rogers is questionable). There is a VHF radio in the lighthouse if necessary.

Food and all personal items must be supplied by the volunteer caretakers. There is a pharmacy (and hospital) on the island. A grocery store, gas station, bakery, alcohol outlet and convenience stores are on the island. A Farmers Market is held every Saturday from late June through mid-September where some local produce can be purchased. Fresh lobster and dulse is also available. There are a number of restaurants and takeouts as well.

The **MINIMUM** duties of the Caretakers are:

1. Live at Swallow Tail lighthouse for the proscribed period.
2. Supervise summer students when they are working in July and August, and other volunteers who can help with many of the following items.
3. Maintain the cleanliness of the all facilities (Lighthouse Museum, Welcome Centre, living quarters, etc).
4. Maintain the lawns in a neat manner (mowing the grass, weed whacking around benches, picnic tables, and along trails).
5. Maintain the main trail, coastal nature trail, and boardwalk in a neat & passable fashion.
6. Greet visitors & give tours of the Lighthouse Museum.
7. Manage the inventory, cash, sales and record number of visitors for the gift shop and museum and report on a sales sheet (hard and digital copies).
8. Maintain a daily log of activities, weather conditions, & other pertinent information, for historical purposes.

ADDITIONAL duties that can be performed, contingent on the caretakers skill sets, are:

1. Carpentry, painting, mechanical, or landscaping projects
2. Assist in various public relations functions, including giving interviews, assisting with events such as weddings, hosting large tour groups, etc.
3. Assist with any emergencies such as injury, storm preparation or repair, fire hazards, etc.

Applicants must be:

- 18 years or older
- In good health and physical condition
- Able to climb up & down stairs multiple times (equivalent of a 4 storey building)
- Able to lift 25 kg and move supplies from the parking area to the keepers house or lighthouse
- Able to operate heavy lawn machinery, including an ATV (training provided)
- Able to read & understand operation manuals for various tools & lawn machinery
- Friendly – Swallow Tail is a very popular spot
- Able to share accommodations with others
- Willing to learn and pass that knowledge on
- First Aid & CPR certified
- Knowledgeable of carpentry, plumbing, electrical systems, gasoline engines, history, and environmental sciences, or willing to learn

Working language is English but knowledge of additional languages is an asset but not required. A resume and references are required.

Interested people can submit an application form with the required information. We accept applications year round and will fill spaces as they become available.

We look forward to your application.

Swallowtail Keepers Society

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