



## **ONGOING VOLUNTEER JOB OPPORTUNITY**

**JOB TITLE:** Historical Research Assistant

**EXPECTED DUTIES:** Assists in updating official City of Mount Vernon history

**QUALIFICATIONS:** Basic knowledge of office administration, computers, and office automation equipment. Basic knowledge of research and analysis techniques to locate, synthesize, and catalog information on the history of Mount Vernon.

**TIME COMMITMENT:** 1-2 hours per week for 6 months or longer

**BENEFIT TO CITY:** Helps the community understand its past and its identity.

**HOW TO APPLY:** Fill out the Development Services volunteer application and return it to the Development Services Department. For more information contact Director Chris Phillips at 336-6214 or [cphillips@mountvernonwa.gov](mailto:cphillips@mountvernonwa.gov)