



**Seasonal Tourism Counsellor**  
**Tourism Department**

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Interested applicants, provided they meet eligibility, should submit a resume and cover letter to Sherman St. Germain, Director of Finance & Human Resources, via email to [hr@hampton.ca](mailto:hr@hampton.ca), in person at the Town Hall (front office), or to PO Box 1066, Hampton, NB, E5N 8H1. Please include the reference number for all positions you would like to be considered for within your cover letter and the email subject line.

Job Title:	Seasonal Tourism Counsellor, Visitor Information Centre <b>Reference Job # 235022025</b>
Reports To:	Tourism Coordinator (Hannah Kindred) & Director of Economic Development & Tourism (Chris White)
Posting Date:	February 4 <sup>th</sup> , 2026
Posting Expiry Date:	Until positions are filled
Anticipated Start:	Positions start between May 4 <sup>th</sup> and June 22 <sup>nd</sup> , 2026
Job Summary	<p>The town of Hampton is seeking enthusiastic and customer-focused individuals to join our team as a Tourism Counsellor for the summer season. As an integral part of our team, you will have the opportunity to showcase your knowledge of the local area, assist visitors from around the world, and contribute to an exceptional visitor experience in Hampton. You will have the chance to work on multiple, skill-building projects over the summer.</p> <p>We want YOU to be a part of showing visitors why <i>It's Our Nature!</i></p> <p><u>Preference given to candidates who can provide service in both English and French.</u></p>
DETAILED JOB DESCRIPTION ATTACHED	

*Criminal Record Check and Vulnerable Sector Check may be requested for  
anyone 18 years of age or older.*

**Job Description:**

As a Tourism Counsellor, you are the go-to guide for visitors from all corners of the globe. Imagine being the friendly face that provides not just directions, but unforgettable recommendations that turn vacations into extraordinary experiences. You'll also have the chance to participate in exciting, skill-building projects that make your workday more dynamic and rewarding – and your resume sharp. Our summer schedule is provided in advance, offering the flexibility you need to make the most of the season.

If you're passionate about tourism, love meeting new people, and want to make a lasting impact on visitors' experiences, we want you on our team!

**Responsibilities:**

- Greet visitors in a friendly and professional manner, creating a welcoming atmosphere
- Respond to visitor inquiries and provide accurate information about local attractions, events, dining options, retail opportunities, directions, and other relevant information
- Potentially assist visitors with making bookings or reservations for tours, accommodation, or other activities
- Maintain visitor information area: restocking brochures, maps, and other promotional materials
- Track visitor statistics
- Assist with town events such as the weekly Hampton Market, Canada Day celebrations, and other engaging community events
- Handle gift shop transactions on a digital point-of-sale machine and restock inventory.
- Continuously update your knowledge about local attractions, events, and services to provide up-to-date information to visitors

**Preferred Skills:**

- A valid NB Driver's License is an asset
- Ability to work flexible hours, including evenings, weekends, and holidays
- Excellent communication and interpersonal skills, with a friendly and approachable demeanor
- Strong customer service skills
- Knowledge of the local area's attractions, events, and services is an asset
- Additional paid on-the-job training will be conducted with Envision Saint John and the town of Hampton
- Ability to work independently as well as collaboratively within a team
- Proficient in MS Office and POS systems.