



VOLUNTEER ROLES

GALLERY ATTENDANT

- Play and engage with visitors in the Children's Museum's nine interactive galleries
- Refresh and tidy exhibits, staging "invitations to play"
- Showcase artifacts and collection items, engaging visitors in daily demonstrations (WOWs)
- Monitor the daily care of galleries and report on their wear-and-tear
- Assist with caring for and displaying the Children's Museum collection of 7,000 artifacts

PROGRAM ASSISTANT

- Assist in the planning, set up, and clean up of hands-on programs at the Children's Museum
- Help deliver high-quality, fun, and engaging Children's Museum programs, with an emphasis on STEAM (science, technology, engineering, art, math), heritage, culture and active play
- Create memorable experiences for every visitor by engaging them in daily demonstrations
- Assist in the delivery of fun and interactive birthday party programs

FACILITY SUPPORT TEAM

- Support the facility maintenance team in their day-to-day tasks and upkeep of the Children's Museum's century old building
- Assist with day-to-day cleaning, including sanitizing, dusting, sweeping, moping
- Maintain and improve galleries, through drywall repair, electrical work, plumbing, and soldering (skills and training dependent)
- Assist with landscaping and the maintenance of the Children's Museum's outdoor space

RECEPTION ASSISTANT

- Deliver outstanding customer service at the Children's Museum's front desk
- Greet visitors, answer visitor questions, answer and direct phone calls
- Assist in data entry, filing, and other front desk tasks
- Organize and tidy the Explore Store

SPECIAL EVENTS TEAM

- Assist in the preparation, set up, and take down of special events at the Children's Museum
- Demonstrate outstanding customer service by answering questions, providing information, and directing visitors during events
- Deliver high-quality special event programming and engage in play with visitors
- Maintain the cleanliness and tidiness galleries throughout busy special events