

VOLUNTEER JOB DESCRIPTION

HIGH DESERT MUSEUM

POSITION

JOB TITLE: Wildlife Interpreter

DIRECT SUPPORTS: Curator of Wildlife, Associate Curator of Visitor and Volunteer Engagement

DEPARTMENT: Wildlife

DIRECTLY SUPPORTS: N/A

VOLUNTEER JOB SUMMARY

Wildlife Interpreters are active members of the museum volunteer team who are responsible for delivering multiple scheduled wildlife talks throughout the day. Interpreters have experience working with museum audiences and conducting causal interpretation as Gallery Attendants, and build upon those skills and experiences to create engaging presentations on a range of subjects including otters, wolves and other carnivores, ungulates, free roaming horses, native fish, and more. Interpretive volunteers have enthusiasm for learning about and staying current on all aspects of wildlife and human relationships with the landscape of the High Desert region and are interested in working as part of a collaborative team of museum staff and other volunteers to continually improve wildlife programming for visitors.

ESSENTIAL FUNCTIONS (in order of priority with the percentage of time spent on each)

80%	Daily Programs <ul style="list-style-type: none">• <i>Presents interpretive talks on High Desert wildlife biology, natural history, animal welfare and conservation utilizing a holistic perspective in alignment with the Museum's mission</i>• <i>Utilizes and cares for interpretive kits and Biofacts to interpret biology and natural history</i>• <i>Collaborates with museum curators on the development of written outlines of specific programs and actively engages in coaching processes</i>
10%	Research and Training <ul style="list-style-type: none">• <i>Attends required trainings on interpretive techniques and content</i>• <i>Reads assigned materials and self-educates to stay current on content and issues relevant to the wildlife of the High Desert region</i>• <i>Works with curators to update presentations when new information is added</i>
5%	Computer use <ul style="list-style-type: none">• <i>Self-schedules and tracks time using Galaxy software</i>
5%	Additional Duties <ul style="list-style-type: none">• <i>Complies with all Museum policies, procedures, and safety regulations.</i>

- *Embraces, supports, and helps implement the Museum's continued learning and commitment to diversity, equity, accessibility, and inclusion*

QUALIFICATIONS

EDUCATION/ CERTIFICATIONS

- Certified Interpretive Guide

EXPERIENCE

- Served previously as a Wildlife Gallery Attendant at the High Desert Museum

SKILLS/ ABILITIES

- Public speaking in front of large audiences

PHYSICAL ELEMENTS

- Ability to perform physical tasks including but not limited to, lifting 20 pounds, moderate walking, periods of standing 30 minutes or longer, and walking outside in weather conditions typical of Central Oregon

EQUIPMENT USE

- Microphone, computer, digital projector

ACKNOWLEDGMENT

I acknowledge that I have read and understand the above volunteer job description in its entirety and am capable of performing all of the stated requirements.

Employee Name

Signature

Date