

POSITION

JOB TITLE:	Changing Exhibits Volunteer	DIRECT SUPPORTS:	Associate Curator of Visitor and Volunteer Engagement
DEPARTMENT:	Education & Engagement / Exhibits	DIRECTLY SUPPORTS:	N/A

VOLUNTEER JOB SUMMARY

Changing Exhibits Volunteers are responsible for guiding activities that supplement the interpretive opportunities available in our changing exhibits at the High Desert Museum. The primary function is to facilitate hands-on experiences, creating access for audiences, especially children, who might otherwise lack the prior knowledge necessary to engage fully with the passive interpretive elements of some of these exhibits. Volunteers will be available to answer questions about the exhibits and ensure visitors of all ages are excited to return and feel welcomed into the Museum.

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

80%	<p>Facilitate Hands-on Experiences</p> <ul style="list-style-type: none"> ● <i>Provide an orientation to the activity and connection to the associated changing exhibit</i> ● <i>Curate activity materials for easy visitor use/access</i> ● <i>Ask participants guiding questions as they engage with exhibits before or after activity</i> ● <i>Respond to any questions about the exhibit or the Museum in general</i> ● <i>Clean-up activity materials and return them to the cart</i>
15%	<p>Provide Feedback About Activities</p> <ul style="list-style-type: none"> ● <i>Check in with Associate Curator of Visitor & Volunteer Engagement about visitation, visitor engagement, and challenges with the different changing exhibits activities</i> ● <i>Share ideas for future activities that could be tried with exhibits</i>
5%	<p>Additional Duties</p> <ul style="list-style-type: none"> ● <i>Participate in curator walkthroughs and changing exhibit trainings</i> ● <i>Assist with museum-wide events as available</i> ● <i>Participate in ongoing volunteer trainings including DEAI initiatives</i>

QUALIFICATIONS

EDUCATION/ CERTIFICATIONS

- None required

EXPERIENCE

- Required – Some experience working with children at the PreK-12 grade age range
- Preferred – Experience in both the formal and informal education setting
- Preferred – Experience working in different art media

SKILLS/ ABILITIES

- Enthusiasm for content throughout the Museum including art, history, wildlife, natural history, and the interplay between these disciplines
- Strong communication skills with visitors of all ages and backgrounds
- Ability to provide clear and precise instructions adapted for age range of audience
- Ability to manage behavior with basic redirection and encouraging visitors to engage appropriately with content and/or experience
- Ability to adapt quickly and change plans based on visitor interest and needs

PHYSICAL ELEMENTS

- This position involves extended periods of standing and walking as well as talking and engaging with children
- Moving rolling carts throughout museum spaces

EQUIPMENT USE

- Potential use of a microphone if needed

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.

Volunteer Name

Signature

Date