

Gulf Coast Exploreum Birthday Party Volunteer Job Description

The Birthday Party Volunteer is responsible for helping staff members monitor birthday parties and present birthday party demonstrations. This position is available only on the weekends and requires a commitment to volunteer at least 8 hours per month for 4 months.

Responsibilities

- Supervises groups of children at birthday parties
- Assists in presenting demonstrations and experiments
- Prepares for and cleans up supplies after parties
- Manages the Birthday Party Sign-In table
- Fulfills all the duties of the Exhibit Assistant when there are no parties
- Enforces Exploreum safety policies at all times
- Always presents a high level of professionalism when carrying out assigned duties and responsibilities

Requirements

- Must be enthusiastic, energetic and motivated
- Ability to work as a part of a team
- Must have a willingness to learn new things
- Ability to interact well with diverse audiences of all ages
- Have an interest in working closely with children
- Possess excellent customer service and interpersonal skills
- Leadership experience a plus
- Flexible, adaptable and able to learn quickly