

Gulf Coast Exploreum Volunteer Exhibit Assistant Job Description

The Exhibit Assistant acts as the face of the Gulf Coast Exploreum and is responsible for monitoring our galleries. This volunteer position requires a commitment of at least 8 hours per month for 4 months.

Responsibilities

- Continuously moves throughout exhibits and encourage visitors to participate in programs and interact in the exhibit galleries
- Keeps all exhibit equipment in neat and clean condition
- Reports all broken or damaged equipment
- Enforces Exploreum safety policies at all times
- Introduces school groups to each exhibit using the exhibit overview
- Organizes and moves school groups throughout the science center according to their schedule
- Supervises school groups and the general public to ensure that all exhibits are used in the correct way
- 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
- Possess excellent customer service and interpersonal skills
- An interest in science and technology education is a plus