Natural History Museum of Utah Volunteer Program
Community Outreach Position

NHMU Mission:
The Natural History Museum of Utah illuminates the natural world and the place of humans within it. Community Outreach Volunteers will engage the community and public in Museum activities, sparking curiosity about the natural world and encouraging learning through community activities. This position brings science from the Museum out into the community.

Position Summary:
Community Outreach Volunteers represent the Museum at various community events, leading hands-on activities at libraries, festivals, and other events. Volunteers will facilitate mostly OFFSITE activities and also help with set up and take down for these events. Volunteers are responsible for engaging the community in activities while encouraging people to learn and discover content related to natural history. Training will be provided on various activities for the events along with basic information about the Museum. Volunteers are expected to be able and willing to interact with the public, including people of diverse ages, backgrounds, ethnicities, gender identities, sexual orientations, socioeconomic situations, religions, abilities and family configurations. All events will provide transportation if needed.

Department: Community Relations
Supervisor: Ally Coconis, Community Outreach Coordinator

Skills and Abilities (includes responsibilities):
- Enjoys working with the public of all ages—must be comfortable working with children
- Enjoyment of lifelong learning, especially regarding science
- Ability to be courteous, respectful, and patient with visitors
- Desire to learn as well as teach
- Good oral communication skills
- Outgoing and enthusiastic about natural sciences
- Dependable and timely
- Interest in representing the Museum to the community
- Some events local, some around the state – willingness to travel, with some over-night stays (transportation and lodging provided)
- Able to work nights and weekends, in addition to weekday events
- Cell phone required
- Ability to speak another language is a plus

Training Required:
All volunteers are required to attend a 3.5 hour New Staff and Volunteer Orientation training prior to starting their volunteer position. Community Outreach volunteers will also either attend a training (preferred) OR thoroughly read all documents related to the position, schedule and programming.
Volunteers will also receive activity training prior to events in person (preferred) OR will be directed to an online training resource to brush up on their knowledge necessary for interpretation. Defensive Driver Training may be required of any volunteer who will drive to events.

**Training Schedule:**
NHMU Basic Orientation – 3.5 hours, RSVP required:
- 1st Friday of the month: 12:00 p.m. – 3:30 p.m.
- 3rd Wednesday of the month: 5:00 p.m. – 8:30 p.m.

Community Outreach Training
- TBD

Activities Training
- Upon request

Defensive Driver Training
- To be completed online

**Time Commitment:**
At least 4 community outreach events per year; one-year commitment.

**Benefits:**
Volunteers at the Natural History Museum of Utah enjoy benefits that are intellectual, social, and meaningful. Volunteers have the opportunity to expand their knowledge of the natural world through specialized trainings, behind-the-scenes access, and interaction with the Museum’s research staff; they can broaden their social circle by making connections with fellow volunteers, Museum staff, and Museum guests; they contribute to scientific research, and make an impact in increasing scientific literacy and awareness in the local community, and beyond.

In addition, the Museum offers the following benefits:
- Volunteer t-shirt and nametag
- Free admission into the museum
- Two free guest passes for every 25 hours of service
- Museum Membership discount
- Discount at Museum Store and Café
- Use of the volunteer lounge
- Continuing Education programs, including lectures and tours
- Professional development opportunities
- Invitation to social and recognition events

**Age Requirement:** 16 years or older for individuals; families welcome to volunteer together

**Background checks** are required for all volunteers 18 years and older.

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January 2018