NHMU Anthropology/Archaeology Gallery Interpreter Volunteer

Position Summary: Create an engaging atmosphere for visitor interaction and questions. Use conversation, demonstrations and hands-on activities to engage visitors and spark excitement, curiosity, and an appreciation for the natural world. Rove the Native Voices and First Peoples exhibits independently, helping visitors discover their own interests and supporting them in exploring those curiosities. Assist with the training of new Gallery Interpreters. Will have the opportunity to assist with NHMU Special Event programming. Must be willing to participate in one-one-meetings with coordinator to ensure GI performance. Encouraged to participate in a series of Continuing Education events for Gallery Programs volunteers.

Department: Gallery Programs, Public Programs  
Supervisor: Echo Paixao, Assistant Gallery Programs Coordinator

Skills/Abilities:
• Enjoyment of lifelong learning, especially regarding science
• Sincere interest and/or background in science and serving the general public
• Ability to be courteous, respectful, and patient with visitors
• Desire to learn as well as teach
• Willingness to participate in ongoing education to develop skills and knowledge
• Cooperative nature; ability to accept instruction and correction
• Ability to adapt quickly in changing circumstances
• Good oral communication skills
• Professional manner and neat appearance
• Ability to stand and talk for extended periods of time
• Ability to do independent training and research online
• Valid email address

Training Required: All volunteers are required to attend a 3.5 hour general orientation. All new Gallery Interpreters are also required to attend the Gallery Interpreters Basics class, which is approximately 2 hours. Following GI Basics, new Gallery Interpreters will be required to complete the GI Self-Guided Training Packet which includes self-conducted tasks within the Museum, as well as independent research at home and online. The final step of GI training will consist of the new volunteer shadowing two current GI’s on two separate dates for on-the-job training. All training is to be directed at the new volunteer’s own pace within three months of completing the GI Basics class.
Training Schedule:
NHMU Orientation, 3.5 hours RSVP required:
  - TBD
GI Basics Class, 2 hours RSVP required (choose one):
  - Wednesday, April 27th, 5:30pm-7:30pm
  - Wednesday, May 25th, 5:30pm-7:30pm
  - Wednesday, June 29th, 5:30pm-7:30pm
G.I. Self-Guided Training:
  - To be completed at volunteers own pace, 3-month deadline to complete
G.I. Shadowing:
  - Date 1: TBD by GI
  - Date 2: TBD by GI

Shifts Available:
  - Tuesday AM – 10am-1:15pm, weekly
  - Tuesday PM – 12:45pm-4:00pm, weekly
  - Wednesday AM – 10am-1:15pm, weekly

Time Commitment:
1 shift per week, 3 hours and 15 minutes per shift

Age Requirements 18
Background checks are required for all volunteers 18 years and older

March 2016