

## Natural History Museum of Utah Volunteer Program Junior Science Academy Classroom Assistant Position

### **NHMU Mission:**

The Natural History Museum of Utah illuminates the natural world and the place of humans within it. Junior Science Academy Classroom Assistant volunteers will spark excitement, curiosity, and an appreciation for the natural world in 4<sup>th</sup> and 5<sup>th</sup> grade students visiting the Museum.

### **Position Summary:**

Assist staff with facilitated field trips for Junior Science Academy, a program that enables 4<sup>th</sup> and 5<sup>th</sup> grade students to engage in science from new perspectives through hands-on, inquiry-based activities and authentic learning experiences that help build understanding and strengthen students' science processing skills. Actively interact with students during classroom activities. Assist in classroom set up and clean up. Help with cleaning and maintaining classroom supplies, and restocking consumables. Participate in program evaluation, development, data entry, and preparation/organization of supplies and materials needed.

**Department:** School Programs

**Supervisor:** Christine Briscoe, JSA Coordinator

### **Skills/Abilities:**

- Comfortable interacting with children
- Comfortable managing a class-size group
- Flexible
- Able to take initiative
- Attention to detail
- Dependable and timely
- Excited about science
- Willingness to learn basic skills to use programs on computers and iPads
- Capable of standing or walking for extended periods

### **Training Required:**

All volunteers are required to attend a 3.5 hour New Staff and Volunteer Orientation training prior to starting their volunteer position. In addition, Junior Science Academy Classroom Assistant volunteers are required to attend a School Programs Field Trip Volunteer Kickoff and a School Programs Customer Service training. Specific Junior Science Academy training is also required. Additional training will occur on the job.

### **Training Schedule:**

NHMU Orientation, 3.5 hours RSVP required:

- 1<sup>st</sup> Friday of the month: 12:00 p.m. – 3:30 p.m.
- 3<sup>rd</sup> Wednesday of the month: 5:00 p.m. – 8:30 p.m.

School Programs Field Trip Volunteer Kickoff, 2 hours:

- Wednesday, August 30, 2017, 5:00-7:00pm

School Programs Customer Service training, 1.5 hours:

- TBD

Junior Science Academy Training:

- TBD

**Available Volunteer Shifts:**

- Tuesday, 9:00 a.m. to 12:00 p.m.
- Thursday, 9:00 a.m. to 12:00 p.m.

**Time Commitment:**

One shift per week, following the public school schedule (school vacations are observed), for the duration of the September 2017 – May 2018 school year.

**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
- Invitation to social and recognition events

**Age Requirement:** 18 years or older

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