OREGON MUSEUM OF SCIENCE AND INDUSTRY
INTERNSHIP OPPORTUNITY

Position Title: Teen Science Alliance Intern – Fall 2015
Department: Teen Engagement
Reports To: Teen Science Alliance Assistant Manager

THE PROGRAM: The Teen Science Alliance provides area high school students with relevant and engaging educational and community service opportunities. The program has three tiers. Thinkineers, the first tier of the program, provides opportunities for students to learn about and practice science, technology, art and engineering. Teens work in small groups to resolve challenges and share these findings with OMSI visitors. Upon completion of Thinkineers, members of the Alliance can elect to participate in the second tier of the program, volunteering with Science Educators to facilitate activities and demonstrations for OMSI visitors as members of the Science Squad. After completing the Science Squad, teens can apply for the third tier of the program, serving in apprenticeships with various museum departments. One of the third tier opportunities is serving as a Peer Mentor. Peer Mentors work closely with the Thinkineers, and help to teach them about customer service, teaching techniques, and interacting with visitors, as well as giving a teen’s perspective on what it means to be a volunteer on the floor.

POSITION SUMMARY: The Teen Science Alliance Intern provides project, administrative and leadership support to the Teen Science Alliance Coordinator and the youth participants in the program.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
- Assist with the training, coordinating and mentoring of Peer Mentor participants.
- Track attendance for Peer Mentor participants and follow up with absent volunteers.
- Help Peer Mentors plan and present activities that teach work skills, leadership skills, customer service presentation skills, scientific concepts, and related topics to Thinkineers.
- Model positive and appropriate workplace behavior.
- Provide constructive criticism and support to youth presenting demonstrations and activities to the Thinkineers.
- Assist with logistical support of Peer Mentor daily classes and check-ins.
- Assist with evaluation of the participants, providing verbal and written feedback.
- Assist with preparation of the written final report on the Teen Science Alliance program at the end of the session, and make recommendations regarding needs and issues of youth volunteers participating in the program.
- Assist with other general clerical duties associated with the program as assigned.

KNOWLEDGE/SKILLS:
- Able to train and supervise youth ages 14-18.
- Self-motivated and able to work independently.
- Public speaking skills and teaching ability.
- Goal and process oriented, with strong organizational skills.
- Able to manage multiple tasks simultaneously with a positive customer service attitude.
- Demonstrated experience as a team player.
- Enjoy spending time with youth and be able to create a positive mentoring relationship while maintaining professional boundaries.
- Energetic, decisive, diplomatic and able to work in a busy, dynamic environment.
- Able to understand basic scientific concepts.
- Able to commit to a regular schedule.

EDUCATION AND WORK EXPERIENCE:
- Project management experience and experience working with youth preferred.
- Working toward a bachelor’s or master’s degree in education is highly desirable.

SCHEDULE: 8-16 hours per week for 15 weeks during the fall (including Saturdays from approximately September 12 - December 12, 2015, 9:30 a.m. – 4:00 p.m.).

For more information, contact Volunteer Services at 503.797.4693 or VolunteerServices@omsi.edu.
Visit our website at www.omsi.edu/volunteer.