

OREGON MUSEUM OF SCIENCE AND INDUSTRY

Position Title: Classes Technology
Operator Volunteer
Department: Guest Engagement

Reports To: Class Educator
Location: OMSI - Water Ave

POSITION SUMMARY: OMSI will be offering live virtual programming to schools and educational groups in order to provide continued access to science education. This position provides technical support to participants so they can actively engage in OMSI's current education programs. Volunteers who are comfortable with a flexible schedule to changing class needs will enjoy this position!

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Operate camera, microphone, computer, lighting and other equipment for ideal viewing purposes during a live online class on Zoom
- Connect audience with instructor by offering tech support to participants and mediating the Chat feature for relevant questions and comments
- Sharing questions and comments in an equitable and professional manner
- Assist instructor with setting up and cleaning up in the classroom onsite

KNOWLEDGE AND SKILLS:

- Experience mediating questions in a virtual group setting
- Experience and comfort with Zoom
- Experience or willingness to learn how to operate audio and video equipment
- Able to maintain a calm, pleasant, and cheerful demeanor in a live and virtual environment
- Some presentation experience preferred
- Minimum age: 18 years or older
- Dependable and punctual
- Willing to follow OMSI rules and procedures

SCHEDULE AND SUPPORT:

- Class schedules vary, but typically occur on weekday mornings
- Number of hours: Maximum 4 hours per week
- Attend the following trainings or classes provided by OMSI:
 - Volunteer Orientation
 - Virtual Communication Training (provided one week prior to first class)

VOLUNTEER BENEFITS:

- Training opportunities and a lifelong learning experience
- Admission for the volunteer to the museum exhibits and attractions based on availability
- An OMSI Family Membership upon completion of 50 hours of volunteer service
- Discounts in the OMSI Science Store

To apply or learn more, visit our website at www.oms.edu/volunteer or contact Volunteer Engagement at 503.239.7814 or Volunteer@oms.edu

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- The opportunity to connect with new people and learn more about OMSI

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