

# OREGON MUSEUM OF SCIENCE AND INDUSTRY

## WORK-STUDY OPPORTUNITY

Title: OMSI Sub Tour Guide  
Reports To: OMSI Sub Marine Supervisor  
Position Type: Work-Study

Department: Museum Education  
Unit: Science Education

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### **SUMMARY OF POSITION:**

Submarine Tour Guides provide daily interpretive tours aboard the USS Blueback submarine exhibit for museum visitors and performs necessary work related to the upkeep of the exhibit.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Provide interpretive tours to groups ranging from 12 to 20 persons.
- Develop a complete and thorough understanding of the USS Blueback and its systems.
- Perform maintenance and administrative tasks as directed.
- Provide quality customer service to visitors, and perform crowd management duties, acting as a ticket-taker, as needed.
- Master all boat safety and emergency procedures.
- Perform daily, weekly and monthly preventive maintenance and safety checks.
- Perform daily set-up, take down and cleaning of the exhibit.
- Work with and support volunteers throughout the organization.
- Assume other tasks and responsibilities as assigned by the submarine staff.

### **QUALIFICATIONS:**

- Able to stand for extended periods of time.
- Self-directed and willing to take initiative.
- Must be able to work at least one day during the weekend.
- 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.

### **KNOWLEDGE AND SKILLS:**

- Strong interpersonal communication, public speaking, and customer service skills.
- Able to quickly master technical systems.
- Must be dependable and punctual, and be willing to commit to a schedule.
- Must be self-directed and willing to take initiative.
- Able to stand for extended periods of time.
- Must present a professional personal appearance.

### **EDUCATION AND WORK EXPERIENCE:**

- Working toward or having a degree in engineering, science, education, or communications preferred, with college coursework in science.
- Experience working in a customer service or educational setting highly desirable.
- Navy or military background helpful.

### **HOW TO APPLY:**

This position is only available to students who have been awarded Federal Work-Study funding as part of their financial aid package. To apply and submit your online application, resume and cover letter, visit [www.tinyurl.com/omsworkstudy](http://www.tinyurl.com/omsworkstudy).

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OMSI is located at 1945 SE Water Avenue, Portland, Oregon 97214. For more information, contact Volunteer Services at 503.797.4615 or [volunteerservices@omsi.edu](mailto:volunteerservices@omsi.edu).