

OREGON MUSEUM OF SCIENCE AND INDUSTRY

Position Title: Featured Exhibits Guest Services
Volunteer – Art of the Brick
Reports To: Guest Services Staff

Department: Retail
Unit: Guest Services

POSITION SUMMARY: Featured Exhibits Guest Services Volunteers provide OMSI visitors with friendly and helpful service as they navigate OMSI's featured exhibits. Volunteers are currently needed on 7 days a week to support the exhibit *Art of the Brick* featuring the one of the largest displays of Lego art. Volunteer shifts generally run 4 hours.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Greet visitors and welcome them to the exhibit.
- Take tickets at the entrance to the exhibit and stamp hands.
- Monitor the exit of the exhibit.
- Assist visitors who need to leave and re-enter the exhibit in order to use the elevator to go from the downstairs to the upstairs portion of the exhibit
- Assist visitors with understanding the layout of the exhibit and provide information about daily events associated with the exhibit.
- Let visitors know where they may enjoy food or beverages elsewhere in the museum.
- Give clear directions and provide accurate information about other museum attractions and events.

QUALIFICATIONS:

- At least 14 years of age.
- Able to provide excellent customer service while communicating protocols.
- Eager to work with children, adults and organized groups of visitors.
- Able to speak in public and respond to visitor inquiries.
- Able to listen and communicate with people of diverse backgrounds and ages.
- Must present a professional appearance.
- Dependable and punctual.
- Self-directed and willing to take initiative.
- Willing to follow OMSI rules and procedures.

VOLUNTEER BENEFITS:

- Training and a lifelong learning experience.
- Admission for the volunteer to the museum, theater and planetarium shows, and submarine tours.
- An OMSI Family Membership upon completion of 50 hours of volunteer service.
- Discounts in the OMSI Science Store and on-site restaurants.
- The opportunity to meet many new people and learn more about OMSI.

**For more information, contact Volunteer Services at 503-239-7814 or
VolunteerServices@oms.edu
Visit our website at www.oms.edu/volunteer**