



## ARIZONA MUSEUM FOR YOUTH VOLUNTEER POSITION DESCRIPTION

**Volunteer Title:** GALLERY ATTENDANT

**Accountable to:** Operations Coordinator

**Purpose:** A Gallery Attendant performs a variety of activities that facilitate children's art workshops, classes, and special events.

**Specific Duties:**

1. Must be able to engage and interact with the public to foster a wonderful museum experience for casual visitors.
2. Preparation and clean up for scheduled programs and/or specific projects, assisting parents and/or children in the completion of class activities.
3. Maintenance of art supplies and tools.
4. Assisting instructors and museum staff in prep, storage, and clean up and other related duties as needed.

**Qualifications:** Requires any combination of training, education, and experience that demonstrates an interest in art, education, and/or children's education. Must be able to communicate with Arizona Museum for Youth employees, instructors, program participants, other volunteers, and the general public. Understand and follow verbal and written instruction. Be able to move six-foot tables and chairs to accommodate program activities. Lift a minimum of 15 pounds.

**Skills:** Communication skills are required in order to understand and follow written and verbal instructions. Comfortable communicating with children and the public.

**Special Requirements:** Requires a background check if over 18.

**Time Commitment:** 4 to 12 hours a week.