

VOLUNTEER OPPORTUNITIES

Museum Representatives



Education Department

Mondays - Fridays
9:00 a.m. - 12:15 p.m.
10:15 a.m. - 1:30 p.m.
11:15 a.m. - 2:30 p.m.

Reporting to the Education Coordinator, education docents will work with all ages of children from early childhood through high school. Docents will conduct tours of museum exhibits and act as moderators in the museum classroom. Special assignments could include assisting with public programs and conducting outreach programs. Familiarity with AV equipment and computers is a plus, but is not mandatory. (Education docents work one 3-hour shift per week. (Days and times are listed at the left.)

Visitor Services

Mondays - Fridays
9:15 a.m. - 1:15 p.m.
1:00 p.m. - 5:00 p.m.
Saturdays
9:15 a.m. - 12:00 p.m.
11:45 a.m. - 2:30 p.m.
2:15 p.m. - 5:00 p.m.
Sundays
11:45 a.m. - 2:30 p.m.
2:15 p.m. - 5:00 p.m.

Reporting to the Volunteer Coordinator, volunteers will work on a rotating basis in the rotunda lobby, the theater, the museum entrance desk, and at stations throughout the exhibits. Special assignments could include public programs and touring adults. (Visitor Services volunteers work one 4-hour shift per week. Days and times are listed at the left.)



Behind the Scenes

Archives

Tuesdays - Thursdays
9:00 a.m. - 12:00 p.m.
1:00 p.m. - 4:00 p.m.

Reporting to the Supervisory Archivist, volunteer duties could include typing, photocopying, and general office support. Depending on skills, special projects could include conducting tours, working with specific collections and data entry. (Volunteers work one 3-hour shift per week. Days and times are listed at the left.)

Audiovisual Archives

Tuesdays - Thursdays
9:00 a.m. - 12:00 p.m.
1:00 p.m. - 4:00 p.m.

Reporting to the Audiovisual Archivist, duties could include accessioning items into the collection, duplicating videos, pulling negatives, transferring items into/out of the collection, typing and general office support. (Volunteers work one 3-hour shift per week. Days and times are listed at the left.)

Museum Collection

Tuesdays - Thursdays
9:00 a.m. - 12:00 p.m.
1:00 p.m. - 4:00 p.m.

Reporting to your Collection Supervisor, volunteer duties could include cataloging and accessioning items into the collection, typing, filing and general office support. Depending on skills, special projects could be assigned. Some heavy lifting and standing for long periods may be necessary. (Volunteers work one 3-hour shift per week. Days and times are listed at the left.)