

## Volunteer Opportunities

### Education Programs

#### Tour Guide

**Hours:** Generally, Tuesday through Friday, 9:45 a.m. to 12:30 p.m. or 12:30 to 3:00 p.m. Must be available for the entire shift but may select available days.

**Helpful Skills & Experience:** Public speaking, working with learners of all ages, understanding of general science, time management.

As a Tour Guide, you will lead curious learners across time and place to reveal the secrets of Florida, our planet, and beyond. You will provide coverage for tours in addition to our Museum Educators. We will train you in specific Museum content, learning techniques and group management. Must have desire to work with children and adults and be excited about learning new information. Tour Guides often need to climb stairs and stand for extended periods of time.

#### Museum Gallery and Activity Guide

**Hours:** Flexible shifts during museum open hours; occasional evenings for special events.

**Helpful Skills & Experience:** Engaging the public, working with learners of all ages.

As a Museum Gallery and Activity Guide, you will engage guests of all ages and encourage them to explore and think more deeply about Museum content and exhibits. You will lead table activities during special programs and events and support learning in the exhibits during normal open hours. We will train you in specific Museum content and activities. Must have desire to work with the public and talk to new people.

#### Mosaic Backyard Universe Expedition Guide

**Hours:** Flexible shifts during museum open hours.

**Helpful Skills & Experience:** Working with young learners and families, engaging the public, attention to detail.

As an MBU Expedition Guide, you will help young learners and their families explore and experiment in the *Mosaic Backyard Universe* exhibit. You will facilitate use of our learning expeditions, which provide age-specific tools and activities for interacting with the exhibit. You will also help to maintain the exhibit by cleaning up and organizing materials after they are used by guests. We will train you in specific exhibit content and learning techniques. Must have the desire to work with young children and their families in a dynamic and energetic environment and must be comfortable working both indoors and outdoors. Guides must be able to climb stairs, stoop and stand for extended periods of time.

#### Soar in 4 Support

**Hours:** 4:00 to 8:00 p.m. on the first Wednesday of most months; occasionally 9:30 a.m. to 12:30 p.m. on Saturday.

**Helpful Skills & Experience:** Engaging the public, working with young learners, attention to detail.

As Soar in 4 Support, you will engage with small children and their families in activities supporting reading and vocabulary in ways that spark fun and curiosity. Soar in 4 is Manatee County's initiative to support 4-year-olds and their families and give them the tools for success in preschool, Kindergarten and beyond. We partner with Soar in 4 to host events each month for families from Title 1 neighborhoods in Manatee County. Volunteers will also help with guest check in and counts, wayfinding, and set up and clean up. We will train you in specific Museum content and activities.

### IQuest Support

**Hours:** 3:45 to 8:15 p.m. on the second Saturday of most months.

**Helpful Skills & Experience:** Engaging the public, working with middle schoolers, attention to detail.

As IQuest Support, you will engage participants, supervise students working on projects in the classroom and in the Museum, and help with check in, set up and clean up during this monthly program for smart, curious middle school students in grades 6-8. Each IQuest is different, offering challenging projects and games that inspire out-of-the-box solutions to real world problems. A background screening is required.

### Field Trip Support

**Hours:** Flexible shifts available Tuesday through Friday during museum open hours.

**Helpful Skills & Experience:** Engaging the public, working with young learners, attention to detail.

As Field Trip Support, you will help supervise students and assist with classroom projects, guest check in, set up and clean up. School Field Trip Programs are designed to bring students closer to science and nature as we share our stories of place, life, interaction and change using exhibits and objects from our collection. Each two-hour program includes a guided tour of Museum exhibits and a visit to the Manatee Habitat and/or Planetarium.

## Greeting / Information

### Museum Greeter

**Hours:** Shifts are available on Tuesday through Saturday, 10:00 a.m. to 1:00 p.m. and 1:00 to 4:00 p.m., and on Sunday, 12:00 to 4:00 p.m.

**Helpful Skills & Experience:** Friendly and welcoming attitude!

As a Museum Greeter, you will be stationed at the gallery entrance and will greet guests as they enter the Museum. You will help to ensure that their visit is enjoyable and answer questions about programs, exhibits, and other Museum features.

## Administration

### Administrative Support

**Hours:** Flexible shifts available Monday through Friday, 9:00 a.m. to 4:00 p.m.

**Helpful Skills & Experience:** Computer program use, attention to process and detail.

As Administrative Support, you will work with the Marketing, Community Engagement and Finance teams. You will assist in compiling mailings for the Discovery Society, invitations, and more, as well as filing, archiving, and other office tasks as needed. Must have a desire to work with paper mailings or filing and archiving.

## Special Events

### Events Support

**Hours:** Hours vary based on event; possible evening hours.

**Helpful Skills & Experience:** Friendly and welcoming attitude, crowd management.

As Events Support, you will warmly greet guests and guide them to the correct queue at the Museum entrance during large events. You will share Museum information, manage questions about event details, and perform other tasks as needed.

### Bartender

**Hours:** Hours vary based on event; often evening hours.

**Helpful Skills & Experience:** Fun and friendly attitude!

As a Bartender, you will manage the sale of beer, wine, soda and snacks during special events and programs. Must be 21 years of age or older.

## Collections & Exhibitions

### Collections Support

**Hours:** Flexible shifts available Tuesday through Friday, 9:00 a.m. to 4:00 p.m.

**Helpful Skills & Experience:** Attention to detail, basic computer skills, knowledge of collections and experience working with collections objects.

As Collections Support, you will assist the Curator of Exhibitions and Collections with numerous collections-related projects that require skilled volunteers. Further information and project list available upon request.

## Planetarium

### Planetarium Support

**Hours:** Hours vary based on program; possible evening hours.

**Helpful Skills & Experience:** Friendly attitude, astronomy or planetarium knowledge.

As Planetarium Support, you will warmly greet guests and guide them to the Planetarium queue to wait for shows. Once the show has begun, you will help direct guests to the restrooms or exit as needed. Occasionally, you may assist with other projects in support of the Planetarium.

## Facilities

### Maintenance Support

**Hours:** Flexible shifts available Monday through Saturday, 9:00 a.m. to 4:00 p.m.

**Helpful Skills & Experience:** Maintenance or custodial skills, experience using small power tools.

As Maintenance Support, you will work alongside our Facilities team with small exhibit projects and to care for the Museum's physical structure, and otherwise help the Museum look and run its best. This is an opportunity for volunteers to contribute to the success of the Museum behind the scenes!