



Special Event Volunteer

Volunteer Job Description

Special Event volunteers provide support, guest engagement, and science for the many events that the Museum hosts. Most special events take place at night or on weekends. Some examples of our special events are:

- Science After Dark - Our family friendly monthly science series that takes place from 5 - 8 p.m.
- Camp In - Guests get to spend the night at the Science Museum!
- Virginia Fiesta - Our celebration of Hispanic heritage in partnership with Radio Poder
- Minds of All Kinds - Our free, sensory friendly evening event.

Because of the variety of events that we do, special event volunteer duties vary widely. Flexibility and enthusiasm are a must!

Tasks may include:

- Create a welcoming, friendly, supportive environment for Museum guests of all ages
- Engage guests of all ages with amazing science content, stories, and activities as they explore the Museum
- Facilitate table top science and art activities
- Wayfinding for our guests to make sure they find all the activities
- Assist with set up and clean of activities
- Facilitate games and competitions
- Assist with Check-in of guests at certain events

Qualifications:

- An enthusiastic, out-going personality and a desire to work with people of all ages
- Bilingual Spanish is a plus
- Strong communication and customer service skills
- Comfortable interacting with children, families and guests of all ages
- Knowledge of or willingness to learn basic scientific principles
- Enjoy engaging in conversation about STEM (Science, Technology, Engineering and Math) topics
- Willingness to initiate interactions with strangers
- Ability to work with little supervision
- Dependable and responsible
- Flexibility and patience
- All volunteers must agree to and sign the Volunteer Agreement and the Health and Safety Agreement. All volunteers over the age of 18 must undergo a background check before onboarding.

Training:

There will be a brief training immediately before each event (approximately 30 minutes) to explain details of the event as well as any instructions needed for the volunteer's specific assigned activity/job.

Minimum Age: 14

Time Commitment/Hours:

- Most Museum special events are on weekends and evenings. The shifts depend on event hours and needs.
- Special event volunteering opportunities are sent out every 1-2 months with the event hours and needs listed. Volunteers sign up on an event-by-event basis.