

# Exhibits Volunteer

**Service Summary:** Exhibits volunteers help prepare and install temporary exhibitions, outreach educational displays, and special off-site exhibitions, and maintain permanent indoor and outdoor exhibits. Exhibits volunteers research, design, build, and create the exhibits our visitors get to enjoy.

**Supervisor:** Exhibit Designer/Volunteer Coordinator

## Potential Duties:

- Stay up to date with current exhibits projects
- Thoroughly research information that may be used in exhibit text or resources
- Work with Exhibit Designer and/or guest curators to find cost-effective and attractive ways to display exhibits
- Assist with installing and deinstalling exhibits (includes but not limited to painting, installing wall features, moving exhibit cases, etc.)
- Maintain exhibits on display (includes but not limited to cleaning exhibit cases, replacing burnt out lights, repairing broken elements, etc.)
- Maintain a tidy workspace and monitor both exhibit elements and tool usage to prevent breakage; set up and put away tools and resources before and after; inform supervisor if items become overly worn or broken.

## Available Days and Times:

- Flexible
- Weekday availability is desired

## Required Time Commitment:

- Minimum 4 hours per month

## Required Training:

- Orientation
- Basic Archaeology Training
- Tool/machinery training (as needed)

## Required Skills:

- Experience with one or more of the following: carpentry, photography, research, graphic design, painting, technology, and/or lighting
- Strong time management and able to work independently
- Work well under pressure

## Additional Helpful Skills:

- Experience or education in history, anthropology, archaeology, and/or teaching



- Experience in art and/or design
- Comfortable using various hand and motorized tools (training may be provided)

**Desired Impact on Museum and Visitors:**

- Advance the educational mission of the Museum through thoughtful and attractive presentation of objects and concepts to visitors
- Advance the preservation mission of the Museum through the installation and maintenance of exhibit features to safely display objects
- Advance the Museum's mission to be a space where all members of the community feel welcomed and included

**Benefits to Volunteer:**

- Gain an understanding of the purpose and activities of the Museum
- Acquire new skills related to exhibit installation and design, museum education, and object preservation
- Gain behind the scenes access to exhibits, artists, researchers, and guest curators
- Opportunities to participate in workshops and attend continuing education classes, lectures, exhibit openings, and trips
- Access to researching in the S'edav Va'aki Museum's Research Library
- Opportunities to develop friendships with others who share similar interests
- Free admission to the Museum
- Opportunity to participate in the annual Volunteer Recognition Event each spring
- Discount in Museum Store

