



# MUSEUM OF DISCOVERY AND SCIENCE

## JOB DESCRIPTION

**POSITION:** TIL Intern

**DIRECT ACCOUNTABILITY:** Youth Program Coordinator

**DUTIES AND RESPONSIBILITIES:**

1. Provide excellent customer service.
2. Learn science concepts behind exhibits and be able to explain exhibits to visitors.
3. Learn how to operate Mars Rover, Max Flight, 7D Theater and Air Boat rides.
4. Greet school and recreation groups.
5. Perform other duties as assigned.

**COMPETENCIES:**

1. Written and Verbal Communication Skills.
2. Time Management.
3. Collaboration Skills.
4. Personal Effectiveness/Credibility.
5. Flexibility.
6. Technical Capacity.
7. Stress Management/Composure.

**SUPERVISORY RESPONSIBILITY:**

This position has no supervisory responsibilities.

**WORK ENVIRONMENT:**

This job operates in a professional museum environment. Will need to work with modern technology including walkie talkie radio, computer, microphones, and tablets.

**PHYSICAL DEMANDS:**

This job operates in a fast-paced, non-formal educational museum setting. Must be able to perform the following physical behaviors repetitively throughout a shift: standing, walking, handling, reaching horizontally, grasping firmly, reaching above the shoulder, reaching below the waist, pushing buttons, bending, twisting, stooping, squatting, crouching, kneeling, and pushing. Must be able to lift and carry up to 50 lbs. Position may include indoors and outdoors in extreme temperatures.

**POSITION TYPE AND EXPECTED HOURS OF WORK:**

This is a part-time, non-exempt position, up to 30 hours per week. Days and hours of work are Monday through Saturday, 9:30 a.m. to 5 p.m. and Sunday 11:30 a.m. to 5:00 p.m. May be asked to work some evenings and/or weekends.

**TRAVEL:**

No travel is required for this position.

**REQUIRED EDUCATION AND EXPERIENCE:**

1. Aging out of Foster Care.
2. Age 16 – 22
3. Must be working with a Life Coach.

And/or

4. Be in the LGBT+ Community.

**ADDITIONAL ELIGIBILITY QUALIFICATIONS:**

None

**SIGNATURES:**

This job description has been approved by all levels of management:

Manager \_\_\_\_\_

President/CEO \_\_\_\_\_

HR \_\_\_\_\_

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee \_\_\_\_\_ Date \_\_\_\_\_