

Museum Admissions Summer Staff

Job #8940702•Created 5/1/2024 by Jered Benedick•Closes 5/14/2024

Job Description

Qualifications

Full Summer Availability Required. Work Study Preferred. A background or motivation for customer service is necessary. Must have the ability to communicate and make quick and accurate decisions in a busy environment. Prompt arrival and dependability in scheduling and communications is a must, along with a willingness to receive on-site coaching and feedback. Cash handling experience preferred but not required.

Job Details

The Museum of Natural and Cultural History is looking for students to join our Visitor Experience team! VE staff monitors the admissions desk and exhibit halls of the museum, answering guest questions, and supporting the rest of the museum staff in day-to-day operations. They may also assist in support roles for special events and education programming. This position is heavily based on customer service and is dependent on the staff member facilitating a fun and safe learning environment for a diverse group of audiences. Students receive both on-site training in the position as well as the potential for additional professional development in education, anthropology, earth sciences, museum studies and more.

Scheduling and Pay

Shifts are 3-7.5 hours, with roughly 3-5 shifts per week depending on availability and staffing needs. We are open Wednesday through Sunday; staff are expected to be available for full shifts from 9:45-5:30. On occasion shifts will be split between morning and afternoon staff, as well as an additional 5:00-8:30pm shift on Thursdays.

Salary beginning at minimum wage. Work Study applicants may be provided the opportunity to continue with the museum into the '24-'25 academic year.

Position Details

Job title

MNCH Visitor Experience Admissions Summer Staff

Position type

On Campus Student Employment

Work-Study program

Yes

Location type

Onsite

Onsite location

1680 East 15th Avenue, Eugene, Oregon 97403, United States

Schedule

Part time

Hours

30 hours per week

Employment duration

Temporary or seasonal

Estimated start date

6/11/2024

Estimated end date

9/29/2024

Compensation

Expected pay

14.20 USD per hour

Qualifications

Skills

Admissions, Cash Handling, Communication, Customer Service, Teamwork

School year

Freshman, Sophomore, Junior, Senior, Masters

Graduation date

June 2025-28

Major groups

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Minimum GPA

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Application Details

Application open date

5/1/2024 6:00 AM -07:00

Application close date

5/14/2024 6:00 AM -07:00

Number of hires

2

How will candidates submit applications?

On Handshake

Additional required documents on Handshake

Other, Cover letter, Resume

Instructions for applicants

Cover Letter should include: Why are you interested in working at this museum? How would you describe your work ethic? Do you have Work Study?