

Title: Visitor Assistant**Date:**

The Mississippi Children's Museum seeks energetic, outgoing individuals who want to work in a fun, educational, fast-paced environment facilitating superior visitor experiences. This individual must provide a high profile, enthusiastic presence on the gallery floor, engage children and adults in age appropriate play, and help maintain Museum galleries at a level that maximizes the visitor's experience. This is a part-time position requiring approximately 25 hours commitment per week.

Responsibilities:

- Actively engage visitors by playing with them in exhibits, answering questions, and helping when necessary.
- Coordinating and performing day-to-day gallery operations and procedures to ensure visitor satisfaction and safety.
- Monitoring exhibits for safety and cleanliness, including picking up toys and props.
- Ensuring that opening and closing responsibilities are completed each day for each gallery.
- Assisting with leading large group activities, coordination of field trips, programming and special events as necessary.

Qualifications:

High School diploma or GED required with a minimum of one year experience working or volunteering directly with children in an educational or professional setting.

- Excellent interpersonal and verbal communication skills
- Commitment to customer service excellence and teamwork
- High comfort level working with children and a diverse public
- Ability to work flexible schedule including weekends