

# MUSEUM OF VENTURA COUNTY

## Education Department Volunteer Position Description

**Reports to:** Bob Cromwell, Education Manager

**Work Location:** Museum of Ventura County, 100 E. Main St., Ventura, CA 93001  
Agriculture Museum, 926 Railroad Ave., Santa Paula, CA 93060

**Commitment:** One shift per week. Shift is 9:30 am – 2:30 pm, Tuesday - Friday

**Applications to:** Audra Lucas, [alucas@venturamuseum.org](mailto:alucas@venturamuseum.org)

**Goal of Position:** Volunteers become trained educators who work with either or both museums to lead curriculum-based education programs and summer activities for students; elementary age to adult. Gain and develop professional experience, and practice community engagement through public speaking and guiding tours. Ability to lead tours with little to no direct supervision.

### Responsibilities

- Lead visitors of all ages on an exploration of the Museums' exhibits
- Facilitate discovery and excite curiosity about the Museums' collections, activities and tours
- Encourage visitors to want to learn more about the art, history and culture of our community
- Use tools and supplemental materials that are approved by the Education Manager
- Be familiar with and communicate clearly to visitors the upcoming events and current exhibits at both museums
- Display flexibility, inclusivity, respect, and responsibility in relation to museum staff, other volunteers/interns, and the public
- Work in concert with the Education staff
- Support and follow the policies, standards, and procedures of the Museum of Ventura County and Agriculture Museum

### Qualifications

Participation in the Program requires a commitment of time and energy on the part of volunteers, but is tremendously rewarding. This opportunity is open to volunteers age 18 and older. Education Volunteers are required to obtain a Live Scan background check paid for by the Museum and attend training workshops.

### Benefits

- Use and grow public speaking, customer service, presentation, and educational skills as you engage and educate visitors of all ages
- College service/intern hours may be earned with this opportunity
- Opportunity to attend seminars, lectures and classes offered by the museum
- Museum Membership after 40 hours
- NARM Membership after 80 hours
- 10% discount in museum gift shops
- Much more!