

JOB TITLE: Museum Guide I, Mill City Museum

LOCATION: Mill City Museum, 704 South 2nd St., Mpls, MN 55401

COMPENSATION: \$18.54 hourly minimum

STATUS & HOURS: Part-time, regular (approximately 780 annual hours) position.

BENEFITS: Eligible to participate in retirement program with employer contribution. Generous vacation and sick time accruals..

DESIGNATION: Bargaining Unit AFSCME Local 3173

POSTING DATE: April 30, 2024

DEADLINE DATE: May 14, 2024

TO APPLY: Interested applicants must apply online at the Minnesota Historical Society's career center at www.mnhs.org/jobs and include a resume and cover letter by the application deadline date.

DESCRIPTION: This position exists to engage, educate, and entertain Mill City Museum visitors and present lessons to school groups using interpretive and performance techniques to communicate historical information.

SUMMARY OF WORK: 1) Deliver content using appropriate interpretive techniques to engage and educate visitors to Mill City Museum; 2) Deliver basic school and youth programs; 3) Study, learn, and comprehend historical material in order to deliver programs effectively; and 4) Perform cleaning, maintenance, safety, security, and other tasks in support of ongoing operations.

MINIMUM QUALIFICATIONS:

- Demonstrated experience and ability to provide customer service.
- Demonstrated interpersonal and oral communication skills, ability to listen and be responsive to questions and comments.
- Ability to deliver effective verbal presentations in front of small to large sized groups.
- Ability to listen to the public and be responsive to inquiries and comments.
- Demonstrated ability to work independently as well as collaborate and contribute positively in a team environment.
- Flexibility to adjust to changes in schedule and assignments.
- Ability to understand and carry out written and oral instructions.
- Demonstrated ability to work with a diverse public in a friendly and open manner, while conveying information or teaching.
- Ability to stand for extended periods of time.
- Ability to kneel, crouch, reach, bend, push and pull to perform interpretive and operational duties.
- Flexibility to work a varied schedule of weekdays, weekends, and evening hours.
- Ability to adapt program presentations and lessons to best suit the needs of visitors based on situations that arise including late arrivals, special visitor needs, teacher inquiries, and visitor inquiries.

DESIRED QUALIFICATIONS:

- High school diploma or equivalent.
 - Experience working with children in an educational environment.
 - Experience in museum or site interpretation, theater or storytelling.
 - Familiarity with U.S. history.
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Should you have questions with the application process, email humanresources@mnhs.org or call MNHS Job Line at 651-259-3181.

At MNHS, we don't just accept difference — we celebrate it, we support it, and we thrive on diversity for the benefit of our employees, our products and services, and our community. The Minnesota Historical Society believes that an inclusive culture among our team members is critical to our success as a historical society and museum, and we seek to recruit, develop and retain the most talented people from a diverse candidate pool. The Minnesota Historical Society is proud to be an equal opportunity workplace and employer.