

Playworker

Playworkers act as floor staff in the Museum's gallery and exhibit space, interacting with and engaging children and families at the Museum. Working as part of a team roster, Playworkers ensure that the Museum's exhibits are re-set and help ensure that the atmosphere is clean, safe and welcoming. Playworkers report to the Museum Coordinator.

Duties:

- Greet visitors and answer questions.
- Provide excellent and enthusiastic customer service.
- Be knowledgeable about Museum exhibits and daily activities.
- Engage Museum visitors in Museum exhibits and activities.
- Set up and maintain exhibits and activities during business hours and at special events (ex: birthday parties) which may include evenings and weekends.
- Ensure a clean and well maintained museum space.
- Responsible for light cleaning in and around the Museum.
- Help direct and guide Volunteers in their Playworker role.
- Conduct observations, surveys, and record visitor data as needed.
- Facilitate or support program delivery, as needed. .
- If assigned, is responsible for Museum's front desk and café operations, including basic data entry and cash register tasks such as processing admission, membership and merchandise sales.
- Represent the Museum with the highest level of professionalism.
- Perform physical/mental demands in the work environment required for this position.
- Communicate and interact effectively and respectfully with visitors, co-workers, supervisors and individuals from other organizations.

Qualifications:

- Enthusiasm and support for Wheel and Cog Children's Museum of Hutchinson.
- Experience working with children and families is preferred.
- Interest in working with children and families, and as a member of a team.
- Ability to provide excellent customer service to Museum visitors.
- Be self-motivated and flexible.
- Basic computer skills preferred.

Work Conditions:

- Job requires exerting up to 10 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.
- Job requires the ability to stand and walk 100% of the time in public indoor and outdoor galleries.
- Job requires stooping, kneeling, crouching and bending.
- Flexibility and availability in schedule are required during the week, including evenings, weekends, and holidays.
- Job requires a high degree of interaction and engagement with others.
- Job requires direct interaction and engagement with children and families.

This non-exempt part-time position typically ranges between 10 – 20 hours per week. This position is not eligible for benefits, PTO or holiday pay. This position is eligible for overtime.