

Visitor Services Representative

The Mt Pleasant Discovery Museum (MPDM) is a children's museum located in Mt Pleasant, Michigan. We have over ten hands-on exhibits that encourage children to learn through play. MPDM has an action-packed programming schedule, hosts field trips to local school children and celebrates birthdays with parties in our community rooms. The Mt Pleasant Discovery Museum is a local oasis for children to come explore, learn, create and grow!

The Mt Pleasant Discovery Museum is currently hiring Visitor Services Representatives. Visitors to MPDM will be greeted by your smiling face as you assist them in registering and gathering information about their visit. You will be able to share your newfound skills in making paper rockets for launch and origami with the guests that enter the museum. You will also be able to display your organizational skills while maintaining an orderly exhibit floor! Children come into the Mt Pleasant Discovery Museum to have a great time while learning through play and would love to share their museum experience with you!

Essential Responsibilities of a Visitor Services Representative:

- Register guests and provide excellent customer service throughout their visit
- Maintain clean and tidy exhibits
- Play with the children that visit the museum and get to know their caregivers
- Sanitize and re-set the museum floor for the next day
- Assist with programming, field trips, birthday parties and other events at the museum

Requirements:

- Desire to have fun and be around children
- Available to work on weekends
- Available to work 10-20 hours weekly
- Ability to pass a background check

Benefits

- \$10 hourly to start with incremental raises
- Free museum membership
- Free tea & coffee
- Opportunity to be a positive part of children's lives
- Gain experience in programming, event planning, museum operations, early elementary education

To apply for this position, please email your resume to Lindsay Stark at lindsay@mpdiscoverymuseum.org