



Gallery Support Volunteers smile and invite guests to enjoy their visit to The Mini-Time Machine Museum. **Greeters** and **Gallery Monitors** are the face of the museum and exercise good listening skills, patience and flexibility, as they interface with the public, and are tolerant of noise. A proficiency in foreign languages, especially Spanish, is a plus.

Greeters welcome the public and assist front desk staff with disseminating information about events and programs and answer questions from the public.

Gallery Monitors observe guests behavior in the galleries, uphold museum policies, and answer visitor questions.

Greeters and Gallery Monitors are people who show energy and enthusiasm for the museum and its collections. If you enjoy talking with the public, working with children and sharing your excitement for miniatures this opportunity is for you.

Training:

- Welcome orientation: New volunteers attend a 2 hour orientation to learn the policies and procedures of the museum.
- Volunteer receive regular updates about current and upcoming programs, events, policies or procedural changes via email.

Responsibilities:

- Commit to 4 hours of service per week for six months
- Gallery Support volunteers must use email so that they can receive the regular updates concerning policies and procedures, and changes in exhibits and programs.

Benefits:

- 10% discount on museum shop purchases, classes and workshops
- 4 free passes annually after 20 hours of service
- Annual holiday and recognition luncheon
- Opportunity to attend docent training lecture presentations to learn more about the collection

The Mini-Time Machine Museum of Miniatures is located in central Tucson on the north side of Camp Lowell Dr. just west of Swan Rd.

Museum hours are: Tuesday– Saturday, 9:00 – 4:00; Closed Sunday, Monday and Holidays.
The Mini-Time Machine Museum of Miniatures is handicap accessible.

For information, please contact the Education Department:
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