

ESMoA Volunteer Positions

ESMoA AMBASSADORS

Be the host of ESMoA during open hours! As an Ambassador, you'll welcome visitors and share basic information about ESMoA, its collection, philosophy, Experiences, and programming.

Shifts take place Friday- Sunday, 10 am-2 pm and 1 pm- 5 pm.

As Ambassador you will:

- Welcome visitors during open hours and share general information about ESMoA and its philosophy
- Respond to general inquiries about past, current, and future Experiences
- Advertise future programs to visitors
- Demonstrate knowledge of El Segundo area, provide information and directions about parking (e.g. restrictions and times) and local restaurants
- Invite and encourage visitors to fill out the ESMoA Survey and to sign up for the ESMoA mailing list
- Help ESMoA Staff with any logistics

As Ambassador Volunteer you must be:

- Friendly and positive attitude
- Desire to work with public
- Enthusiasm about ESMoA
- Self-directed
- Capable to occupy time with proactive tasks during low visitation periods
- Desire to spread the word about ESMoA, Experiences and Programs
- Ability to accept supervision, work both independently and in a group, and be flexible to changing situations

SCHOOL PROGRAM VOLUNTEER

Do you like working with school aged children? Come be a valuable assistant to the ESMoA Educators during K-12 school field trips! This includes helping with group coordination, logistics and art making sessions.

Shifts take place Monday-Thursday, 9 am- 1 pm, plus additional afternoon hours as needed.

As a School Program Volunteer you will:

- Help Educators prepare ESMoA entry space for the studio activity
- Count students and distribute supplies during the studio activity
- Assist Educator during the gallery discussion
- Help prepare give away bags for students
- Participate in a debrief with Educators to discuss the success of the program

As a School Program Volunteer you must be:

- Knowledgeable and experienced in working with children either in a school or home setting
- Enthusiastic
- Energetic
- Ability to accept supervision, work both independently and in a group, and be flexible to changing situations

FAMILY PROGRAM VOLUNTEER

ESMoA hold several family programs per month, and we need your help! Come be a valuable part of the Family Programs team. You'll assist on art making sessions, distribute materials, and interact with local families. Physical requirements may include standing for extended periods.

Hours vary and coincide with special family programs, usually Saturdays and Sundays.

As a Family Volunteer you will:

- Help ESMoA Staff prepare the space for the studio activity
- Explain the day's activity and be ready to create an example
- Interact with families and children
- Participate in a a debrief with the Educator on the success of the program

As a Family Program Volunteer you must be:

- Interested in working with young audiences, family, and/or inter-generational audiences
- A strong communicator, able to listen and communicate clear directions and/or information to children and family audiences
- A team player
- Organized and detail-oriented
- Able to take direction and to act on your best judgment
- Interested in art making (though previous art making experience is not required)
- Able to accept supervision, work both independently and in a group, and be flexible to changing situations

ADULT PROGRAM VOLUNTEER

Are you already a faithful attendee of our popular Adult Programs, or have you always wanted to participate? Come help with evening programs for adults! This includes movie nights, art talks, performances, lectures, social mixers and many more created ad hoc for the ongoing Experience. Adult Program volunteers serve as hosts and greeters for special events, and as assistants for art making and lecture programs. Physical requirements may include standing for extended periods.

Hours vary and coincide with special adult programs.

As an Adult Program Volunteer you will

- Help ESMoA Staff prepare the space for the program or special event
- Explain details of the events to attendants
- Assist Educators during tours
- Document the event using the ESMoA digital Camera
- Help ESMoA Staff with the event breakdown

As an Adult Program Volunteer you must be:

- Hard working
- Self-directed
- Ability to accept supervision, work both independently and in a group,
- Be flexible to changing situations

BEHIND-THE-SCENE VOLUNTEER

Do you have more time during the week than during the weekend? Are you interested in helping ESMoA with behind the scenes tasks that make a museum work?

Weekdays, tasks and hours may depend on our needs and your interests.

As a Behind the scenes Volunteer you must

- Have an affinity to office work
- Be self-directed
- Be a team player
- Be proficient in reading and writing in English
- Be proficient in using Windows Office, Mac is a plus
- Ability to accept supervision, work both independently and in a group, and be flexible to changing situations