

Seasonal AMOS Visitor Experiences & Operations Internship

Join AMOS' Visitor Experiences Team!

Duration: Seasonal, Paid Opportunity Available Part-time; Schedule flexible, 7 days a week, 9:30am - 5:15pm

The Asheville Museum of Science is looking for individuals with interests in science education, visitor services, operations, and retail. As the first person that our visitors meet, this position is highly visible and requires team members to be knowledgeable about upcoming exhibitions, events, and programs.

AMOS is the center for expert STEAM (Science, Technology, Engineering, Art, and Mathematics) learning in WNC. We strive to spark imagination and foster lifelong curiosity in the museum through exhibits and through both in-house and outreach STEAM education programs. These include field trips, in-school and after-school programs, intensive science camps, Saturday STEAM education, and involvement in events that serve our community.

Internship Goals:

- Gain skills in leadership, Blackbaud's Altru (CRM software), Excel, Day-to-day operations of a small non-profit museum, cash handling procedures, opening and closing museum procedures, and customer service.
- Gain experience and exposure to a museum membership program, including software, data entry, processing, and marketing.
- Gain experience and exposure in retail, including merchandising, inventory, reporting, and purchasing.
- Gain experience and exposure in science education, work to increase science literacy, and assist in providing a fulfilling, positive visitor experience. Learn what "Experience Economy" means.
- Gain experience in marketing, including social media.
- Gain experience and exposure to basic exhibits maintenance and upkeep.

Benefits:

- Make connections in the community and at AMOS
- Perform work of value to the community, including increasing interest in STEM in children
- Gain references and mentors
- Support in applying internship to college internship course credit (where applicable)
- Research, develop, and present on an area such as access/accessibility services, wayfinding/space planning (signage), developing/conducting a visitor experiences survey,...

Qualifications: We are looking for interns that are interested in engaging with visitors of all ages, enthusiastically. Individuals must be willing to dedicate time and energy to ensuring that

all visitors have a fun and positive experience during their visit. For consideration, applicants must show ample time management and organizational skills.

AMOS welcomes enthusiastic individuals of all backgrounds. No aspect of our hiring or selection process is influenced by race, religion, national origin, sex, disability, age, GINA, or any other basis prohibited by federal and state law. AMOS is an equal opportunity employer. If interested in applying, please e-mail a cover letter and resume with subject line: AMOS Visitor Experiences Internship to mhollinger.org.