



## KID Museum Volunteer Opportunities

Thank you for your interest in volunteering at KID Museum, the nation's largest educational makerspace for youth. Our mission is to revolutionize how kids learn through the maker experience. Through hands-on programming and deep learning experiences, we empower youth with the creative problem-solving and STEM skills to invent the future. With a focus on engaging populations traditionally underrepresented in STEM, our programs aim to build economic opportunity and diversify the future talent pipeline.

Our vision is to become the standard of excellence for inclusive, impactful maker learning nationally, and a model for how to expand access to maker learning at scale. Our headquarters in the Washington, DC region serves as our innovation hub. In partnership with local school systems, government and philanthropic leaders, we design and deliver K-12 programs that produce results at scale in a large and diverse metropolitan region. We leverage the learnings from this learning lab to create resources, training, and technical support to expand high-impact maker learning nationally. For more information, please visit [www.kid-museum.org](http://www.kid-museum.org).

### Volunteer Opportunities

KID Museum is seeking volunteers to support our programs, operations, and experiences onsite at our flagship location (**Program**), behind the scenes in our offices (**Administration**), offsite in the community (**Outreach**), and through skill-based expertise (**Professional**). See below for more information on each volunteer area.

### Qualifications

- Must be 18 years of age or older; for high school students, please visit our website to learn about our [Apprentice Program](#).
- Must successfully complete background check and fingerprinting process.
- Be fully vaccinated against COVID-19, including one booster shot.
- Willingness to embrace and understand KID Museum's mission and values to support learner-driven, open-ended, exploration-based experiences.
- Experience or interest in maker education, science, technology, engineering, math, and/or art as well as common maker tools and equipment (woodshop tools, 3D printers, laser cutter, sewing machine, etc.).
- Excellent interpersonal and communication skills and ability to effectively communicate with a wide variety of audiences including children, teachers, parents/caregivers and community members, staff, Apprentices, and volunteers.
- Be highly energetic, engaging, and have a can-do attitude!
- Have excellent interpersonal and communications skills.
- Be able to commit to a shift, project, or event based on the requirements of the opportunity.

## **Volunteer Areas**

### **Program**

Program Volunteers assist with our maker-based learning experiences and visitor services operations working alongside Maker Educators, high school Apprentices, and Operations staff. Volunteers should have a strong interest in working with children and families and be comfortable working in an active environment.

#### *Program Volunteers may support:*

- Facilitation and engagement of KID Museum programming such as weekend Open Explore, afterschool classes, field trips, camps, and workshops.
- Visitor services operations such as welcoming, scanning tickets, orientation, wayfinding, and recommendations.
- Museum, studio, and exhibition cleanliness, upkeep, and organization.
- Birthday party set up, clean up, and waiver collection.
- Collection of visitor surveys and feedback.
- KID Museum outreach events and programs (see Outreach section below).
- Other tasks, projects, and opportunities as determined by staff and volunteers.

#### *Time Commitment*

We are currently looking for volunteers to support our Open Explore weekend days on Sundays from 10:00am-4:00pm, with shift times 9:00am-1:00pm and 12:30pm-4:30pm. Volunteers must commit to a minimum of two shifts per month (there is flexibility regarding a weekly, bi-weekly, or ad hoc schedule). Additional opportunities with different days/times will be offered based on weekday programming including afterschool programs, day camps, and field trips. Most opportunities will be at our location in downtown Bethesda with occasional opportunities at our location at the Davis Library.

### **Administration**

Administration Volunteers support the behind-the-scenes operations of the KID Museum team. Volunteers should be comfortable with general office and computer skills and equipment and be able to work independently and with varying levels of supervision.

#### *Administration Volunteers may support:*

- Preparation, sanitation, and inventory of materials, exhibitions, and equipment.
- Editing and proofreading of communications, newsletters, and other marketing materials.
- Organization, clean up, and projects working with our database and CRM system.
- Data collection and analysis, such as visitor surveys.
- Museum, studio, office, and exhibition cleanliness, upkeep, and organization.
- Other tasks, projects, and opportunities as determined by staff and volunteers.

#### *Time Commitment*

Flexible schedule, Monday - Friday during regular office hours (9-5) based on need and staff availability. We are creating a pool of volunteers in this area and will reach out when we have regular tasks and projects ready. This will be onsite at our location in downtown Bethesda with potential for some virtual work.

## **Outreach**

Outreach Volunteers support KID's offsite programs and participation in various events across the DMV area such as community festivals and school STEM nights.

### *Outreach Volunteers may support:*

- Execution of KID Museum participation at outreach events (set up, tear down, and facilitation of activation, such as a table, booth, exhibition, or activity area).
- KID Museum's representation and presence to various stakeholders.
- Other tasks, projects, and opportunities as determined by staff and volunteers.

### *Time Commitment*

Varies based on event scheduling, mostly on weekday evenings and weekends. While most outreach opportunities are offsite, volunteers will ideally also serve onsite to understand and engage with KID's programming.

## **Professional**

Professional Volunteers provide skill-based expertise to KID behind-the-scenes or as part of our public programming.

### *Professional Volunteers may support:*

- As judges and/or mentors for programs like Invent the Future.
- Workshops, showcases, or speaker sessions, such as Lightning Talks or Meet a Maker.
- Professional development for KID staff, such as training on technical skills or equipment.
- Behind-the-scenes, such as carpentry for new exhibitions or through data analysis.

### *Time Commitment*

Flexible; volunteering with KID staff and Maker Educators will be Monday through Friday during regular office hours (9-5), volunteering with the public will be during weekend Open Explore hours (Sundays 10-4). We are creating a pool of volunteers in this area and will reach out when we are ready to begin working with Professional Volunteers.

## **Benefits**

- Invitation to special events, enrichment programs, and training opportunities.
- KID Museum membership.
- Partial Metro or parking reimbursement.
- An opportunity to be part of an innovative, exciting, and rapidly growing organization supporting children, families, communities, and educators across a large and diverse metropolitan region (view our [Annual Report](#))!

## **Next Steps**

If one or more of these opportunities are of interest, [please fill out our online application](#). We are currently recruiting for specific positions on a rolling basis and will reach out to schedule an in-person or virtual interview depending on your position preference and availability. Upon successful completion of the interview and pre-employment process (background/fingerprinting, references, and vaccination verification) you will be invited to an orientation and training session to begin your volunteer journey! For questions, please email us at [volunteer@kid-museum.org](mailto:volunteer@kid-museum.org).

*Diversity, Equity, Accessibility and Inclusion are important, interdependent components of everyday life at KID Museum and are critical to our pursuit of excellence. KID Museum is an equal opportunity employer and does not discriminate against any employee or applicant for employment based on race, color, religion, national origin, age, gender, sex, ancestry, citizenship status, mental or physical disability, genetic information, sexual orientation, veteran status, or military status.*