

## **Role Statement**

<b>Title:</b>	<b>Volunteer Explainer</b>
<b>Classification:</b>	<b>Volunteer</b>
<b>Team:</b>	<b>Education and Visitor Experience</b>
<b>Reports to:</b>	<b>Front of House Supervisor</b>

### ***Position:***

To enhance our visitors' Questacon experience by encouraging an interest in, and appreciation of, science and technology by:

- Guiding visitors on the correct use of exhibits to ensure maximum engagement
- Communicating information about Questacon exhibits and programs to visitors
- Using our *Discovery Trolleys* to demonstrate a variety of science concepts
- Maintaining an interactive and engaging atmosphere for all our visitors

### ***Personal Attributes:***

- Interest or background in science and technology
- Genuine interest in working with people of all ages, particularly children
- A professional manner and neat appearance
- Desire to learn as well as educate
- Good oral communication skills
- Ability to accept instructions and feedback
- Ability to quickly adapt to changing circumstances
- Enjoyment of life-long learning

### ***What we expect from you:***

- To be part of a vibrant and dedicated team
- Opportunities to be involved in project and/or planning activities
- Your time and commitment to attend orientation and initial training of about 20 hours over a 3 week period
- At least one shift (4 hours and 15 minutes) per fortnight for at least **6 months**
- Attendance at ongoing training sessions
- Your ideas and suggestions
- To undertake other duties as negotiated with the Volunteer Coordinator

## **Role Statement**

<b>Title:</b>	<b>Volunteer Science Time</b>
<b>Classification:</b>	<b>Volunteer</b>
<b>Branch:</b>	<b>Education and Visitor Experience</b>
<b>Team:</b>	<b>Early Childhood Program</b>
<b>Reports to:</b>	<b>Program Manager</b>

### ***Position:***

As a Volunteer Science Time Assistant within the Education and Visitor Experience Branch, Volunteer Unit, you will focus on the communication of science providing information to Questacon visitors. Volunteers enhance our visitors' experience by encouraging an interest in, and appreciation of, science and technology by:

- Under the guidance of Visitor Programs, to:
- Assist with Science Time set up and activities
- Collect suitable objects and props for Theme sessions
- Attended Training on new Theme
- Maintain and clean Science Time room and activities

### ***Personal Attributes:***

- Interest or background in science and technology and a genuine interest in working with children 0 – 6 year old
- Awareness of professional manner and neat appearance
- Good oral communication skills
- Ability to accept instructions and feedback and to quickly adapt to changing circumstances
- Proven capacity to work individually and as a member of a team
- An understanding of Questacon's role and objectives.
- Experience in or ability to deliver high quality customer service, including the ability to operate both independently and as part of a team.

### ***What we expect from you:***

- To be part of a vibrant and dedicated team
- To be treated with respect
- To receive ongoing training and personal development At least one shift (4 hours and 15 minutes) per fortnight for at least 6 months
- Attendance at ongoing training sessions
- Your ideas and suggestions

**Note:** All volunteers have an obligation to comply with Questacon's workplace health and safety policies, procedures and instructions to ensure a safe workplace and adhere to the APS code of conduct and Values at all times. All volunteer are required to agree to an Australian Federal Police check.

The occupant of this position will be required to wear and maintain the Questacon uniform and name badge.