

## Role Statement

<b>Title:</b>	<b>Volunteer Explainer</b>
<b>Classification:</b>	<b>Volunteer</b>
<b>Team:</b>	<b>Visitor Programs</b>
<b>Reports to:</b>	<b>Volunteer Coordinator</b>

### ***Purpose of Position:***

Questacon aims to make science fun and relevant for everyone. Volunteers contribute to this by ensuring that visitors to the Centre have a positive, fun and exciting experience for the duration of their visit.

### ***Primary Focus:***

As a Volunteer Explainer within the Visitor Program Team you will undertake a variety of tasks focussed on providing science communication and customer service.

### ***Preferred method of Volunteering:***

**Hours will vary between 8.30am and 5.15pm during weekdays, weekends and public holidays.**

It is expected that you will volunteer a minimum of one shift (4 hours and 15 minutes) per week with a maximum of 16 hours per week with a commitment of no less than 6 months and a commitment from you to attend orientation and initial training of about 16 hours over a 3 week period.

### ***Duties:***

- 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
- Demonstrate science concepts on Curiosity Corner
- To undertake other duties as negotiated with the Volunteer Coordinator
- Demonstrate professionalism and probity consistent with the APS Code of Conduct and APS Values, Workplace Health & Safety practices.

### ***Physical Requirements***

- Fitness level to stand at trolley & desk for 2 hour periods
- Mobility level to push trolley and lift demonstration boxes
- Fitness level to cope with a busy environment aimed at school aged children

***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

***Security and Duty of Care***

- Ensure the protection and the safety of staff, public and exhibits through monitoring of Workplace Health and Safety practices.

***Please note:***

- Successful applicants will be required to complete Health Check Form prior to commencement
- A probationary period of 6 months will apply as part of a 3 year agreement
- The occupant of this position will be required to wear and maintain their own Questacon Uniform.

***Eligibility***

- Prior to commencing, successful applicants will be required to hold a current registration issued under the Working with Vulnerable People (Background Checking) ACT 2011.

For further information on Working with Vulnerable people registrations refer to: <http://www.ors.act.gov.au/community/working> with vulnerable people