



**JOB POSTING
MUSEUM AMBASSADOR
(Part-Time)**

Wage: \$14.00/hour - \$16.00/hour

General Purpose:

Under the direction of the Visitor Services Manager, the part-time Museum Ambassador is responsible for conducting educational programming and field trips and ensuring a positive experience for all visitors to the Delaware History Museum and the Jane and Littleton Mitchell Center for African American Heritage. The Museum Ambassador is an integral member of a hard-working team comprised of full-time and part-time staff within the Delaware Historical Society. The Museum Ambassador shall demonstrate the ability to work effectively with a diverse population of guests, members, and staff and possess the ability to work both independently and as a team member.

Qualified applicants should have a desire to work with and around children, be comfortable speaking in front of groups of different sizes, have an interest in history and museums, and have a desire to work with a diverse constituency to strengthen visitors' understanding of multiple historical perspectives.

Work Schedule:

- Museum hours: Wednesday – Sunday 12:00pm – 5:00pm.
- Variable hours: School programs are scheduled during the school week, Monday – Friday 8:30am – 4:00pm; some evening hours may be required.

Essential Functions:

- Present tours and educational programming for visitors and school groups. Foster a welcoming environment that encourages visitor engagement.
- Serve as a representative of the Museum and Delaware Historical Society on outreach and community assignments.
- Provide security for collections and assist with keeping exhibits and public areas safe and presentable to the public.
- Conduct visitor services tasks such as opening and closing the Museum and gift shop, processing sales of tickets and merchandise, welcoming and directing visitors.
- Contribute to the research, development, and implementation of all educational materials, resources, and programs
- Assist in general Delaware Historical Society duties as directed.

Minimum Requirements

- A High School Diploma, or G.E.D. equivalent
- Experience working with children and/or audiences of diverse ages, backgrounds, and abilities
- Comfort speaking in front of groups, answering questions clearly and directly, and expressing ideas effectively
- Ability to read, write, and verbally communicate in the English Language at a level appropriate to the duties of the position
- Interest in history (especially local history) and a willingness to learn and expand knowledge of Delaware history.

To apply: Send resume and cover letter to sneshheim@dehistory.org