



NEVADA MUSEUMS & HISTORY
Steve Sisolak | Governor
Myron Freedman | Administrator

NEVADA STATE MUSEUM
LAS VEGAS
Hollis J. Gillespie | Director
309 South Valley View Blvd.
Las Vegas, NV 89107

NSMLV Volunteer Role Description

Volunteer title

Volunteer Gallery Tour Guide – Fossils

Project / department

Learning and Public Engagement

Role summary

To support the Curator of Learning in providing the best museum gallery tour experience for the general public, with an emphasis on children’s discovery as applicable.

Project / Role specific activities

Delivering scheduled museum gallery tours to the general public focused on the topic of Nevadan fossils.

Helping visitors discover more about fossils by providing an informative and engaging insight into the history, features and adaptations of the extinct creatures that once lived in the area we now call Nevada.

Reports to

Curator of Learning and Public Engagement

Skills / Experience

- A keen interest in the museum, as well as the natural history of Nevada is a must - training on the content for the gallery tour will be given, it’s your passion and enthusiasm that is required!
- Strong verbal communication skills, with an easy and confident way of working with the public, adapting the communication style to the audience that attend each tour.
- Willingness to learn new things.
- Ability to present a professional and welcoming appearance to museum visitors.
- Ability to speak Spanish or other languages in addition to English would be an asset to this volunteer position, but not essential.
- Must be available for contact via email.
- Being physically fit and mobile - tours can take approximately 45 minutes at a time and you will be on your feet during this time.

Note: This position is only available for adults 18 years and older.



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Timeframe / time commitment

Tours are currently scheduled Friday and Sunday mornings, and therefore volunteers will need to be available from 10am to 12 noon on either both or one of these days in order to apply for this role and be available at least one morning per month.

Volunteers will be able to commit to their preferred dates from options sent to them via email two – four weeks in advance.

Training given

Training regarding the content of museum gallery tours will be given, along with an orientation that includes:

- Overview of the content, navigation and organization of a typical fossil gallery tour
- Walkthrough of the materials used:
 - o Hands-on artifacts available and related commentary
 - o Students Explorer Activity sheets provided
 - o Ask a Curator cards
- Guidelines on interacting with the public, especially children

Volunteers will receive an outline of the material covered as well as suggestions for further reading. The session will also involve a brief homework assignment that involves learning the tour material and a follow-up role-play ‘rehearsal’ tour for the Curator of Learning before engaging with the public alone.

Please note, only volunteers who have attended all the applicable training can provide a Museum Gallery Tour.