

Community Engagement Support Volunteer

Play a vital role with us at the RAM by volunteering with Community Engagement. Help us connect with our surrounding communities, enhance and expand the museum's outreach, and relevance and impact.

Qualifications

- Excellent customer service and active listening skills
- Polite, outgoing and enthusiastic
- Database experience preferred
- Well-developed verbal and written communication skills
- Additional language (spoken/written) considered an asset
- Able to relate and interact with people of all ages, ethnicities and abilities

Responsibilities

- Assist the RAM in building our community contact database
- Canvass and update community contact information
- Research various cultural communities and help build our connections
- Support community engagement events and outreach
- Assist with focus groups and documentation

Rewards

- Be part of a museum team committed to meaningful community engagement
- Gain valuable job experience in administration, customer service and public relations
- Access to the Museum's galleries and exhibits
- Volunteer experience will help in three areas of skills development:
 - o Fundamental Skills (managing information)
 - o Personal Management Skills (flexibility, adaptability, and time management)
 - o Teamwork Skills (working with others and contributing to projects and tasks)

Time Commitment

- Attend museum orientation, and complete required training
- Minimum of a six month commitment, one 4-hour shift per week:
 - ▶ Monday or Wednesday shifts (excluding holidays) from 11am to 3pm