

Visitor Services: Museum Store



Location: The State Museum, 300 North Street Harrisburg, PA 17120

Opportunity:

- Provide professional and responsive assistance to visitors, including responding to basic questions and requests about the museum and its facilities
- Assist bagging of merchandise
- Assist in light cleaning and maintenance of the store
- Assist with inventory management, helping to tag merchandise and restock when necessary

Time Frame:

- Wednesday-Friday
- 2-4 hour shifts
- Weekday mornings from 10am-2pm
- Occasional evening and weekend events

Qualifications:

- Ability to communicate clearly, concisely and professionally with visitors of all ages and staff
- Excellent customer service skills
- Ability to work in a sometimes hectic environment
- Ability to stand, kneel, pick up and stoop throughout shift
- Must be a registered State Museum Volunteer and complete required background checks

How to Apply:

- Please contact Volunteer Coordinator RA-PHSMOPVolunteers@pa.gov or (717) 346-3307