

Seattle Art Museum

Volunteer Position Description

Title:

Department/Location:

Staff Supervisor:

Purpose and Goals: Include project overview, schedule details, range of hours per month.

Duties & Responsibilities:

- Specific tasks volunteer will complete.

Qualifications:

- Specific requirements for your position.
- Ability to work with staff and volunteers in a professional manner in a variety of tasks.
- Ability to communicate effectively to staff, volunteers and public.
- Basic filing, typing and computer skills.
- Ability to ask for help and accept supervision and evaluation of your work.
- Abide by the Standards for Museum Volunteers as outlined in the Volunteer Packet.

Physical Requirements:

- Manual dexterity.
- Ability to lift up to 20 pounds or other physical requirements.

Training:

- General SAM orientation provided by Volunteer Department
- On-the-job training will be provided, as needed.