



THE RALPH C. WILSON, JR. CHILDREN'S MUSEUM

Exhibits Handyperson/Handyman

Description

Explore and More is looking for an adaptable, detail-oriented individual to assist the Exhibits Department and museum with day to day exhibits related tasks. This is a full-time position (32-35+ hours weekly) with full benefits including medical, dental, and vision insurance, holidays and paid time off, 401k, parental and disability leave, professional training assistance, discount at the museum café, and more.

Job Requirements

- Minimum high school diploma or GED, Associate's Degree preferred
- High attention to fine detail is a MUST
- Intermediate to advanced skills in a variety of mediums including wood, metal, cloth/ sewing, plastics, and low voltage electrical
- Thorough and wide range of knowledge of safe, efficient operation of power tools, hand tools, workshop chemicals & SDS's, ladders, and other construction equipment
- Effective verbal & written communication skills
- Operating knowledge of the MS Office suite
- Ability to think outside the box and problem solve without direct supervision
- Knowledge of computers and networking is a plus
- 32-35+ hours per week; mandatory weekends after training period
- Some evening hours will be available during events and promotions
- Weekly schedule to be confirmed by IT & Exhibits Manager

Job Duties

- Able to lift 50 lbs, climb ladders, bend and squat
- Inspect various exhibits and their manipulatives for wear and tear, faults, breakage, and other errors
- Ensure exhibit areas, interactives, and facilities are safe and reinforced for 2-9 year olds
- Perform and/or assist in maintaining, cleaning, updating, painting, and repairing hands-on exhibits
- Adapt to sudden deadlines and unforeseen factors

- Help create a welcoming, productive work environment for the Explore & More team
- Foster a safe, inclusive learning environment for our patrons

Please be prepared to show a collection or portfolio of your work, whether professional or recreational, that demonstrated the breadth and depth of your skills and abilities.