

## Call for Applications: Welcome Center Volunteers

The **Nye Museum** is a professionally staffed non-profit organization that preserves and promotes three historic landmarks: a 1678 colonial farmhouse, 1858 mill museum, and 1889 Grange Hall & Welcome Center. We are currently seeking **Welcome Center Volunteers** for our colonial house museum. The position requires individuals who will greet visitors, provide information about our property, and sell merchandise. We offer a dynamic work environment with dedicated staff, beautiful grounds, and historically significant buildings.

### Duties and Responsibilities:

- daily opening and closing of Welcome Center.
- Supervising visual displays, keeping track of supplies and inventory. Set-up and break-down of some displays is required every shift
- Communicating with Executive Director when products are running low
- Providing assistance during special events and exhibitions
- Selling merchandise in our gift shop

This is a part-time, seasonal position that is available Tuesday through Saturday, 11AM-5PM from mid-June to mid-October.

This part-time position is open until filled by the appropriate candidate. Serious candidates should submit a **brief introductory email** to David Shorten, Executive Director, at [dave@nyemuseum.org](mailto:dave@nyemuseum.org).

### Physical Requirements:

- Job requires ability to navigate stairs, some lifting, and walking the grounds.

Job Type: Part-time (5-10 hours per week)

Salary: Volunteer

Location:

- East Sandwich, MA 02537

Schedule:

- Flexible