



## **MUSEUM GUARD**

The Haggin has an opening for a museum guard. Guards provide security and protection for the museum's art and history collections. These are part-time positions that are staffed during the museum's public hours and during selected special events. Normal hours: Wednesday through Friday - 1:15 - 5:15 pm; Saturday through Sunday - 11:45 am - 5:15 pm. First and Third Thursday of each month - 1:15 - 9:15 pm.

### **Duties**

- Circulate through assigned galleries to guard artwork and artifacts;
- Give directions to visitors for galleries, restrooms, drinking fountains, etc.;
- Escort visitors needing to use the elevator;
- Oversee visitor and/or vendor entry and exit during special events;
- Assist visitors in exiting the museum in the event of an emergency;
- Conduct security checks before opening and after closing of the museum;
- Assist museum staff in setting up or breaking down "set-ups" for both public hours and special programming;
- and other duties as assigned.

### **Ideal Candidate**

- Ability to stand or be on feet for a four-hour work shift and an eight hour shift approximately every other week;
- Ability to speak and understand English, other languages a plus;
- Ability to be tactful yet firm with visitors—of all ages—when explaining and enforcing museum rules.

### **CANDIDATE MUST HAVE A CURRENT GUARD CARD.**

\$12.00 - \$12.75/hour - DOE

E-mail resume and three references to [ccastro@hagginmuseum.org](mailto:ccastro@hagginmuseum.org)