



Center for Creative Connections (C3) Volunteer

Reports to: C3 Gallery Manager

Department: Education

Classification: Volunteer

Time Commitment: 2-3 shifts per month, approximately 7 hours

Positions Available: 20

Dates: Begins July 8, 2022 and ongoing

Location: Onsite at the DMA

Volunteer Description and Responsibilities:

The Center for Creative Connections (C3) is a gallery with works of art from the Museum's collection and a space that ignites curiosity and affirms diverse perspectives through dynamic experiences with art. Through groupings of works that span centuries and global cultures, the current C3 theme, *Rooted*, shows how people both shape and adapt to a changing climate, traverse the planet, and rely on the land for nourishment and sustenance.

C3 volunteers provide support for the Center for Creative Connections gallery spaces, as well as other Education programs and events including Pop-Up Art Spot, Open Studio, Toddler Tuesday, Late Nights, and Family Festival. A degree in art history is not required. Spanish-English bilingual skills are helpful, but not required.

C3 Volunteers serve as welcoming representatives of the C3 space. Volunteer responsibilities include:

- Greeting and directing visitors to displays.
- Providing information about artworks and interactives.
- Initiating conversations about art and the museum experience with visitors.
- Monitoring the C3 Gallery floor and helping manage the flow of visitors throughout C3 and/or in museum galleries during programs or special events.
- Enforcing safety, rules, and policies of the C3 space.
- Maintaining the physical space of C3 including cleaning, organizing, preparing, and stocking materials.
- Assisting with facilitation of public programs and events.
- Actively participating in volunteer training sessions.
- Serving as an ambassador for the Museum, acting as a greeter to visitors and assisting with wayfinding.
- Providing DMA staff with adequate notice (at least 24 hours) in the event of availability changes.

C3 volunteers should be available to work two to three shifts per month. Shifts range in duration from 3-7 hours each and are available Tuesday-Sunday via the SignUp.com self-scheduling platform. All new



C3 volunteers will be required to complete new volunteer orientation including a C3 overview and tour and procedures training.

C3 volunteers will receive complimentary parking in the DMA garage and admission to exhibitions on the day of scheduled volunteer service days. All volunteers are required to undergo a DMA background check and log their service hours for volunteer records and reports. Volunteers will be required to attend a training session tentatively scheduled for July 8, more details will be provided to selected volunteers as the date approaches.

Knowledge, Skills, and Abilities:

- Volunteers must be 18 or older
- Ability to lead work two to three 3-7 hour shifts per month
- Demonstrated commitment to engaging people of various ages, backgrounds, and abilities in past work, volunteer, and/or academic experience.
- Ability to use technology to access the SignUp.com platform and sign up for shifts
- Ability to commute to the DMA for training and volunteer service
- Ability to handle multiple tasks, working effectively and efficiently under pressure
- Ability to lift up to 25 lbs., bend, stoop, walk, speak, and stand for up to 3-7 hours a day
- Ability to complete an online background check
- Excellent communication and interpersonal skills
- Excellent customer service skills

DMA Mission

The Dallas Museum of Art is a space of wonder and discovery where art comes alive.

The DMA will:

- Place art and our diverse communities at the center around which all activities radiate.
- Pursue excellence in collecting and programming, present works of art across cultures and times, and be a driving force in contemporary art.
- Strengthen our position as a prominent, innovative institution, expanding the possibilities of learning and creativity.

DMA Core Values

- Act with Integrity: Be open, honest, and ethical.
- Communicate Openly: Be constructive, transparent, and respectful.
- Build Inclusivity: Diverse backgrounds make us stronger.
- Join Forces: Support collaboration and unity.



DALLAS MUSEUM OF ART

- Work Passionately: Be fearless, creative, and solutions-driven.
- Embrace and Drive Change: Be nimble, there is always a way to yes.
- Invest in Each Other: Pursue learning.

EOE

The Dallas Museum of Art is committed to building a culturally diverse staff and is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics.