

# SUMMER VOLUNTEER FAQ

## **Q: What does a Summer Teen or Junior Teen Volunteer do?**

A: Summer Teens and Junior Teens contribute to a vibrant floor presence in the science center through Science Engagement and assisting in McWane Summer Camps.

### **Assignments related to Science Engagement:**

- Engage with McWane Science Center visitors through hands-on activities and demonstrations throughout our exhibit halls, including Itty Bitty Magic City.
- Interact with visitors through exhibit interpretation, facilitating meaningful conversations and encouraging visitors to test, explore, and play.
- Assist with restaging and closing procedures for various exhibits and areas.

### **Assignments related to Summer Camps:**

- Before Care: Volunteers engage campers in games and activities before Summer Camps begin.
- Summer Camp classes: Volunteers assist Camp Educators with camp activities, experiments, and demonstrations; chaperone campers to the restroom; help with set up and clean up in the classrooms; and help supervise campers in the Adventure Halls.
- PreK - K Check Out: Volunteers escort PreK - K campers from their classroom to the camper check out location to meet their parents/guardians.
- Lunchroom Duty: Volunteers engage campers in games and activities after they finish eating lunch and assist in chaperoning campers to the restroom.
- After Care: Volunteers engage campers in games and activities after summer camps end until the campers are picked up by their parents/guardians.

## **Q: What is the difference between a Teen Volunteer and a Junior Teen Volunteer? Which program do I apply for?**

A: Teen and Junior Teen Volunteers are differentiated based on age and hour requirements. If you are completing the 8th Grade or higher in May, then you will apply for the Summer Teen Program. If you are completing 6th or 7th Grade, you will apply for the Summer Junior Teen Program.

Teen Volunteers are expected to complete 100 hours of service from June through August. Junior Teens are expected to complete 50 hours of service.



If you have any questions or would like additional information, please contact us at 205-714-8254 or email [volunteer@mcwane.org](mailto:volunteer@mcwane.org)

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## Q: What would my schedule look like as a Summer Teen Volunteer?

A: The Summer Teen Volunteer program runs from June through August. During that time, volunteer shifts are available Mon - Fri from 8am - 5pm, Saturday from 10am - 5pm, and Sunday from 12pm - 5pm. Volunteers can work half day or full day shifts. Junior Teens can only work Mon - Fri until they complete 50 hours of service. After that time, Junior Teens will have the option to volunteer during the weekend.

Volunteers can choose a shift as a Science Engagement Teen or Camp Helper. These shifts are filled on a first come, first serve basis.

Volunteers are given a break dependent on the length of their shift. Half day shifts will have a half hour break while full day shifts will have a one hour break.

**Name:** Matt 8am - 5pm

**Date:** Friday 6/18/21

TIME	LOCATION
8am	Before Care
8:30am	Before Care
9am	1st - 2nd Grade Camp
9:30am	1st - 2nd Grade Camp
10am	1st - 2nd Grade Camp
10:30am	1st - 2nd Grade Camp
11am	1st - 2nd Grade Camp
11:30am	1st - 2nd Grade Camp
12pm	Lunch Duty
12:30pm	Break
1pm	Break
1:30pm	Demo Station
2pm	Level 2 Interpretation
2:30pm	Explore
3pm	Level 3 Cart
3:30pm	Racetrack
4pm	World of Water Cart
4:30pm	Level 1 Interpretation

**Name:** Abby 12:30pm - 5pm

**Date:** Friday 6/18/21

TIME	LOCATION
12:30pm	Lunch Duty
1pm	5th - 7th Grade Camp
1:30pm	5th - 7th Grade Camp
2pm	5th - 7th Grade Camp
2:30pm	Break
3pm	5th - 7th Grade Camp
3:30pm	5th - 7th Grade Camp
4pm	After Care
4:30pm	After Care



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# SUMMER VOLUNTEER FAQ

## **Q: What are the application requirements?**

A: All applicants must submit a completed application with a resume, one educational or professional recommendation letter written by a non-family member, and one written character reference from a non-family member. **Applications must be submitted by April 1. No late applications will be accepted.**

We do not provide a template for the supporting documents, but we do offer a few suggestions:

- **Resume:** The resume is our chance to see a snapshot of what you've accomplished and where you are currently involved. Writing a resume can sound scary, especially if you don't think you have much experience, but you probably have more information to put on your resume than you think! A great place to start is Google. Look up examples of resumes for ideas and tips on formatting and what information to include.
- **Educational or professional recommendation:** This letter can be written by a teacher, volunteer coordinator, coach, or someone familiar with your work in a professional and/or educational setting who can speak to your qualifications. Choose your references wisely and give them ample time to prepare your letter.
- **Character reference:** This letter can be written by any non-family member who knows you well and can speak to your character.

## **Q: How do I submit the application and required documents?**

A: The Summer Teen Volunteer Application link will lead to the application form. All fields must be completed on the form. You can upload your supporting documents as .pdf, .doc, or .jpg files. **Applications must be submitted with all proper documentation by April 1. No late applications will be accepted.**

## **Q: Am I guaranteed a spot in the program if I submit an application?**

A: No. We receive more applications for the program than we have spots. We also reserve spots for returning Summer Teen Volunteers each year. Please keep this in mind when you complete your application. Your application will serve as your introduction to us before we ever have a chance to meet you. We expect thoughtful answers crafted in complete sentences. **It is expected the candidate, not their parent/guardian, completes the application.**



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# SUMMER VOLUNTEER FAQ

## **Q: Do I need to interview for the program?**

A: Yes. We will conduct interviews during the month of April. All applicants will receive an email invitation to sign up for a 30-minute interview slot. Please adhere to a business casual dress code. You do not need to bring anything to the interview, but it is a good idea to practice answering interview questions beforehand. You can find many common interview questions and tips through a Google search.

## **Q: When will I find out if I have been selected for the program?**

A: All volunteer decisions will be sent out by email the first week of May. Selected volunteers will have one week to return their signed offer letter accepting their place in the program.

## **Q: If accepted, what are the training requirements?**

A: All Summer Teens and Junior Teens are required to attend a training session. Two day training sessions are offered the week of Memorial Day. Training dates will be included in the acceptance email and offer letter.

## **Q: Can parents/guardians attend the orientation and training session?**

A: No. Parents may not attend the orientation and training sessions; however, we offer two optional parent/guardian information sessions in May.

## **Q: Is there a dress code for volunteers?**

A: Yes. All McWane Science Center staff and volunteers must adhere to the team wear policy outlined in the Employee and Volunteer handbooks. Volunteers may wear solid, neutral-colored pants, skirts, or shorts. McWane Science Center defines neutral as black, khaki, gray, brown, navy or olive green. Skirts and shorts should be no shorter than a credit card length from the top of the knee. Plain, blue-denim jeans may be worn Fridays, Saturdays, and Sundays. Volunteers will be provided with McWane team wear.



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# SUMMER VOLUNTEER FAQ

## **Q: Is there a fee to participate in the program?**

A: No. There is no fee for the McWane Summer Teen Volunteer Program.

## **Q: Can parents/guardians come with their child when they volunteer?**

A: No. We view this program as a professional development opportunity for our teen volunteers and we place a high degree of trust in them. Our Teen Volunteers complete an interview, receive job specific training, and maintain a schedule while developing good customer service and public speaking skills. The volunteers learn more when they are allowed to explore and experience on their own.

## **Q: Why should I volunteer?**

A: There are many reasons to volunteer! Volunteering create the opportunity for new experiences while meeting the needs of your community. Checkc out some of our perks below:

- Making new friends and being part of a team.
- Exploring career and personal interests.
- Learning something new.
- Uncovering hidden skills and talents.
- Positively impacting your community.
- Earning recommendations and references for future employment or college applications

McWane also extends these valuable benefits to our volunteers:

- Free McWane Family Membership afer completion of 100 volunteer hours.
- Free parking while volunteering.
- 25% off in our Cool Stuff Store.
- Free screenings of our IMAX documentaries.



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