

The [American Jazz Museum](#) is looking for volunteers to assist within the following areas:

Collections Department

- Proficiency with typing in Microsoft Word and Excel
- Proficient in time management
- Must be comfortable, standing, sitting, and bending to access collection materials
- Must be able to perceive/detect physical conditions of collection materials
- Must be able to read small type
- Must be available at least 8 hours a week in time-increments no less than 4 hours.
- Monday - Friday only

Tours | Education and Gallery Department

- 2 Tour Docents and Education Assistant Tuesday - Saturday (Between 10am -5pm) (4 hours)
- 2 Ticket Takers Tuesday - Saturday (Between 10am -5pm) (4 hours)
- 2 Museum Monitors Tuesday - Saturday (Between 10am -5pm) (4 hours)

- Tour Docent and Education Assistant Sunday 1pm to 5pm
- Ticket Takers Sunday 1pm to 5pm
- Museum Monitors Sunday 1pm to 5pm

For more details, information and volunteer application:

Contact Karen E. Griffin Community Outreach Coordinator kgriffin@kcjazz.org or 816.474.0320

