



Operations & Visitor Services
Manager: 507-218-3103
1201 12th St SE, Suite 632
Rochester MN 55902
jweite@sparkrochestermn.org

Application

Position you are applying for: _____ Date of Application: _____

Name: _____ Date of Birth: _____

Address: _____

Phone: _____ Email: _____

Do you prefer to be contacted by Phone or Email: _____

Best day/time to contact you: _____

Education (please list any degrees or majors)

Previous *Work* Experience

Employer	Job Title	Dates

Previous *Volunteer* Experience (if any)

Organization	Responsibilities	Dates

Do you have any skills, hobbies, projects or special interests? Please tell us about them:

Why would you like to be a part of the team at SPARK, The Children’s Museum of Rochester?

Do you have a valid Driver’s License and reliable transportation? Yes _____ No _____

If No, please explain how you will get to your scheduled shifts: _____

Availability

Start Date: _____ End Date (if applicable): _____

Please indicate days and times that you are available to work: **Museum hours are Tuesday through Sunday 9am - 5pm.** We are closed Mondays and holidays but may have field trips, or other special events on these days that require staff.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
AM							
PM							

Total number of hours you would like work in a week: _____

Please circle all areas of interest or skill you:

- Reading Program/Storytime Arts and Crafts Programs
- SPARKPark (Gardening Programs) Birthday Parties
- Summer Camps Health and Wellness Programming
- Museum Experience Community Outreach Events
- Behind the Scenes Projects Special Events and Fundraisers
- Maker’s Space Projects (STEAM) Early Childhood Education
- Museum and Exhibit Maintenance/Building Projects
- Other (please specify): _____

Have you ever been convicted of a felony? Yes ____ No ____

Have you ever been suspended or dismissed from an organization as a result of alleged, suspected or actual acts of physical or sexual abuse? Yes ____ No ____

Do you understand that SPARK will run a background check on all employees upon hire? Yes ____ No ____

 Applicant Signature Date

Please submit your application in person to Jeraka Tweite, Operations and Visitor Services Manager or email to jtweite@sparkrochestermn.org

The Children’s Museum of Rochester Inc. is an Equal Opportunity Employer, and all applicants will be given consideration for positions regardless of race, creed, color, sex or age.

Office Use Only:
 Contacted: _____ Interview: _____ Hire Date/Notes _____