

Space Center Houston Guest Operations Crew Member

The mission of Space Center Houston is to inspire all generations through the wonders of space exploration. Our vision is to be the world's leading science and space exploration learning center. Owned and operated by the nonprofit Manned Space Flight Education Foundation, we are the Official Visitor Center of NASA Johnson Space Center. The center features more than 400 space artifacts, hands-on interactive educational exhibits, and robust youth programs interpreting the exciting future and remarkable past of America's human spaceflight program.

We are currently seeking part time Guest Operations Crew Members to fill various roles. Positions may include tour guides, ticket sellers and presenters. All Operations Crew Members are responsible for providing stimulating education experiences and exceptional service to guests visiting Space Center Houston. Responsibilities and qualifications are shown below:

POSITION RESPONSIBILITIES

- Educating guests about current NASA programs and the history of manned space flight.
- Interaction with the guests, greeting them with an upbeat pleasant attitude and smiling face.
- Enthusiastically providing exceptional guest service.
- Working as part of a team on common duties to ensure the efficient operation of the area
- Responsible for proper flow of guests as they enter Space Center Houston and various attractions throughout the Center.
- Maintain a safe, clean and orderly work location.
- Accurately document hourly and daily reports.

POSITION QUALIFICATIONS

- Interest in NASA and space science.
- Strong interpersonal skills with the ability to communicate in a courteous and professional manner. A genuine desire and willingness to provide an excellent guest experience and proactively interact and engage with guests.
- The ability to communicate well, speaking one-on-one with individuals as well as groups of up to 580 people.
- Ability to exercise good judgement and sound reasoning in all interactions and decisions.
- Must be a team player.
- Ability to assist guests in wheelchairs and to their locations.
- Ability to follow all safety and evacuation procedures and assist guests in urgent situations.
- Cash handling experience preferred, but not required.
- Willingness and availability to work a flexible work schedule which may include various day and evening schedules, weekdays, weekends and/or holidays.
- Ability to exercise good judgement and sound reasoning in all interactions and decisions.
- Willingness to work in a variety of work functions and locations including inside and/or outside in various weather conditions.
- Ability to move through groups and crowded spaces and/or positioned in one location for long periods of time, and climb and descend stairs.
- Minimum age for employment is 17.

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Manned Space Flight Education Foundation
Houston, Texas
October 2018



Space Center Houston is an equal opportunity employer. It has a diverse and inclusive work culture with a creative, fun and collaborative environment.

Pay rate: \$8.50/hour

To apply: Access the application by clicking [here](#). Save the blank application to your computer first, then complete the application. When completed, save again and email to careers@spacecenter.org. For more information, contact the Human Resources Department at (281) 244-2150 or visit our website at www.spacecenter.org/careers.

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