



Victor Improvement Association d.b.a.
Victor Lowell Thomas Museum
3rd & Victor Ave.
POB 238, Victor, CO 80860
719-689-5509
info@victormuseum.com
VictorMuseum.com

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Join Our Team at the Victor Lowell Thomas Museum!

The Victor Lowell Thomas Museum is seeking a friendly, dependable, and enthusiastic Museum Gift Shop employee to help create a welcoming experience for visitors exploring the rich history of Victor and the Cripple Creek Mining District.

Responsibilities

- Greet visitors with a warm and friendly attitude.
- Operate the gift shop cash register, Square POS, and process sales.
- Restock merchandise, price merchandise, and maintain attractive displays.
- Answer visitor questions and provide information about the museum, local attractions, and tours.
- Take and manage tour reservations via an online system, by phone, and in person, check in tour goers, and provide information about the museum and tours.
- Help keep the gift shop and museum entrance clean, organized, and inviting.
- Stock the gold panning trough and teach gold panning lessons to kids and adults.
- Assist with opening and closing procedures, including bank deposit preparation.
- Support museum events and special programs as needed.

Qualifications

- Excellent customer service and communication skills.
- Computer/internet/phone and cash-handling experience.
- Dependable, punctual, and able to work independently.
- Interest in local history, museums, or tourism is a plus.
- Ability to stand for extended periods, demonstrate gold panning in an outdoor trough, traverse stairs, and lift up to 25 pounds.
- Ability to clean indoor and outdoor areas, including dusting, mopping, and sweeping.

We Offer

- A fun and rewarding work environment.
- Opportunity to share the rich history of Victor and the mining district with visitors.
- Employee discount in the museum gift shop.

Position: Part-time, seasonal; could become longer term.

If you enjoy meeting people, love history, and want to be part of one of Colorado's most historic museums, we'd love to hear from you!

To Apply: Please submit your resume and a brief letter of interest to the Victor Lowell Thomas Museum in person at 298 Victor Avenue, by email to info@victormuseum.com, or by mail at POB 238, Victor, CO 80860.