



Wisconsin Maritime Museum

Location: 75 Maritime Drive, Manitowoc, WI 54220

Job Title: Overnight Program Assistant

Reports to: Overnight Coordinator & Operations Manager

Job Type: Part-Time (4-14 hours per week)

Compensation: \$12.00/hour

Position Summary:

The Wisconsin Maritime Museum's USS *Cobia* Overnight Program offers an opportunity for youth and adult participants to experience first-hand learning and sleeping aboard a WWII submarine.

Overnight Assistants are responsible for giving educational tours to youth groups aboard USS *Cobia*. Assistants scheduled for the full night are paid to sleep on the submarine or in the museum. Once activities and tours have concluded and the participants are in bed, you also have plenty of time to read, do homework, watch movies, etc. before heading off to sleep.

Position Description and Expectations:

- Guide youth and adult participants through submarine USS *Cobia* during Overnight programming, ensuring the safety of both the people and the submarine.
- Maintain knowledge of USS *Cobia* according to given training materials.
- Create an educational, safe, and inclusive learning environment for all participants.
- Exhibit stellar customer service to ensure guest satisfaction and comfort, while upholding Program rules and regulations.

Desired Qualifications

- Experience working in a customer service capacity
- Experience working with youth

Schedule/Availability Requirements

- Shifts are 7:00pm-11:30pm (half night) **or** 7:00pm-9:00am (full night)
- Overnight Program stays are scheduled for Friday **or** Saturday evenings

Physical Requirements:

- Ability to stand, walk, bend, climb stairs/ladders, and traverse the submarine.

ABOUT THE MUSEUM

The Wisconsin Maritime Museum was founded more than 50 years ago as a small submariners' memorial that would recognize Wisconsin's contributions to WWII efforts. Since then, we've grown to be one of the largest maritime museums in the Great Lakes region, with exhibits on shipwrecks, maritime industry, ship models, art and more. The institution is accredited by the American Alliance of Museums.

Our mission is to connect all people with Wisconsin's waterways, by engaging and educating the public about the Great Lakes, Wisconsin's maritime history, Wisconsin's World War II submarines and USS *Cobia*.

ABOUT MANITOWOC

Located along the western shore of Lake Michigan, Manitowoc is a vibrant community of nearly 40,000 residents with a thriving downtown filled with unique restaurants and business. The city is 90 minutes north of Milwaukee and 40 minutes south of Green Bay. Shipbuilding has played a role in Manitowoc's past from the schooners of the 19th century, to the world-class, luxury yachts built by Burger Boat Company of today. Stroll the riverwalk to the lake and watch freighters move tons of materials in and out of our hard working port.

COMMITMENT TO DIVERSITY, EQUITY, ACCESSIBILITY & INCLUSION

The Wisconsin Maritime Museum is an equal opportunity employer and does not discriminate based on race, gender identity, age, class, sexuality, religion, ability or national origin. WMM is committed to advancing equity and diversity both in the organization and in the museum field. We welcome applications from BIPOC (Black, Indigenous, People of Color) candidates, people with disabilities, LGBTQ+ individuals and others with experience in meaningful diversity, equity, inclusion and accessibility engagement.

Don't meet every single requirement? At the Wisconsin Maritime Museum, we are dedicated to building a diverse, inclusive, and authentic workplace, so if you're excited about this role but your experience doesn't align perfectly with every qualification in the job description, we encourage you to apply anyways. Let us know in your cover letter how your experience makes you a good fit for us. You may be just the right candidate for this or other roles!

INQUIRIES & APPLICATIONS

Please email questions and/or applications to our Overnight Team at overnight@wisconsinmaritime.org