



Great Lakes

AQUARIUM

POSITION TITLE: Lobby Greeter - Volunteer
DEPARTMENT: Education
SUPERVISOR: Volunteer Coordinator, Education Department Staff

POSITION SUMMARY:

Welcome visitors as they arrive to the Aquarium and answer basic questions regarding programs, locations, and animal information.

RESPONSIBILITIES:

1. Volunteers must engage and interact with the public in an enthusiastic and approachable manner.
2. Attend an orientation session.
3. Complete a training session with the Volunteer Coordinator.
4. Use provided materials to interact with guests and enrich learning.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations may be made to enable individuals with different abilities to perform the essential functions.

1. Must be 5 years of age to volunteer. Those under the age of 12 must volunteer with an adult.
2. Must be friendly, enthusiastic, and helpful.
3. Must be willing to learn new materials.
4. Must be able to work with the Volunteer Coordinator if you have any questions or concerns.

COMMITMENT:

We ask that volunteers come in at least once a month. Volunteers must sign in and out each time they volunteer. Volunteers are no longer considered active if they have not volunteered within a 3 month period from their last date of service.

PHYSICAL REQUIREMENTS and/or WORK ENVIRONMENT:

While performing the duties of this job, the volunteer will be required to work in the Aquarium lobby space. Most stations may require standing for an extended period of time. Individuals are required to use hands to finger, handle or feel objects. The noise level in the work environment is variable throughout the Aquarium. Reasonable accommodations may be made to enable individuals with different abilities to perform the essential functions.

BENEFITS OF VOLUNTEERING:

1. A fun, educational and fulfilling experience
2. Free parking in our parking lot anytime
3. Free admission for you and one guest
4. Volunteer recognition and invitations to special events
5. Gift shop discount

CONTACT PERSON:

Danielle Tikalsky, Volunteer Coordinator

(218) 740-2015

dtikalsky@glaquarium.org