

## About the Position

Description:	Welcome Hosts are the first point of contact for the public and their role is to make all our guests feel welcome. Welcome hosts provide information to our guests including answering questions about the Fraser River and the facility. Welcome hosts can be roaming or stationary at the front desk.
Duties and Responsibilities:	<ul style="list-style-type: none"> <li>• Assisting visitors in interpretation of exhibits</li> <li>• Passing along informative brochures and pamphlets depending on guest needs/interest</li> <li>• Highlighting attractions, exhibits and activities of the Centre</li> <li>• Collecting records ie number of visitors per day</li> <li>• Welcome all visitors and provide exceptional customer service as you represent the organization</li> </ul>
Qualifications and Requirements:	<ul style="list-style-type: none"> <li>• An interest in the Fraser River or the mission of Fraser River Discovery Centre</li> <li>• Existing knowledge about the history, ecology or cultural importance of the Fraser River is an asset.</li> <li>• Excellent Oral communication and interpersonal skills</li> <li>• Good leadership and organizational abilities</li> <li>• A desire to create an enjoyable atmosphere for visitors</li> <li>• Ability to work both independently and in a team atmosphere</li> <li>• All volunteers are required to obtain a clear Consent for Disclosure of Criminal Record</li> </ul>
Reports to:	Education Program Coordinator
Orientation and Training:	Welcome hosts will be required to attend an Orientation session. Training will be on the job as well as specific training workshops throughout the year.
Times needed:	Wednesday to Sunday from 10-4 September-June. 7 days a week for July and August. Welcome hosts may volunteer for events that happen in the evenings.
Commitment Required:	Minimum of one 4 hour shift per week.
Contact Information:	If you are interested, please enquire at 604-521-8401 local 105

## About Volunteering at the Fraser River Discovery Centre

***The Fraser River Discovery Centre Society is a non-profit organization whose mandate is to “connect communities in discovery and celebration of the living, working Fraser River”.***

### Benefits to volunteering:

- Gain valuable experience for your resume
- Make a difference in your community
- Share your knowledge and your stories about the Fraser River
- Receive training for your specific position
- After completion of orientation and training, you will have free entrance to visit the facility