

VOLUNTEER OPPORTUNITY

Visitor Service Support

This vital volunteer team member position is responsible for greeting all visitors with a welcoming demeanor, assisting visitors with their selections of merchandise from our *Science2Go!* retail store and providing general hospitality to all science center visitors.

Responsibilities:

- Provide quality hospitality by greeting, holding doors, answering questions and offering general helpfulness
- Communicate with visitors by suggesting merchandise consistent with educational level and exhibition programs
- Effectively learn and implement fire & emergency procedures
- Assist with line control, phones and check in
- Assist with *Science2Go!* inventory and loss prevention
- Know membership levels/benefits to help increase membership sales
- Report all suspicious activity and unsafe conditions or situations

Requirements:

- Twice a month minimum availability (10 hours a month)
- Minimum of a 6 month commitment
- Ability to be flexible when dealing with multiple activities
- Solid communication and interpersonal skills
- Ability to converse with people of all ages and at all levels
- Friendly demeanor and eagerness to help
- Be able to pass a background check and drug test

Benefits:

- A sense of community and friendship
- A sense of satisfaction that you did something to make a difference in the community
- An exclusive behind-the-scenes look at how Imagination Station runs, and an insider's view of what's coming
- An annual Volunteer Team Member recognition event that honors all Volunteer Staff
- An Imagination Station membership after 50 hours of service
- Committed volunteers receive an Imagination Station T-shirt, name tag, team manual and welcome packet

Applications available online at imaginationstationtoledo.org.
For more information please contact the Volunteer Coordinator at volunteer@istscience.org.



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