2017 VOLUNTEER JOB DESCRIPTION

1. Job Title: Docent Tour Guide Positions Available: 4

2. Time of year/months of the year this job holder will be actively engaged: April through October

3. This job requires a bi-monthly commitment: Tours of the garden occur on the 1st and 3rd Fridays, April-October, 11:00 a.m. – 12:00 p.m.

4. Minimum number of hours per week we anticipate you will need to expend to complete the job: 1-2 hours

5. The Arboretum staff member who will supervise your work: Jesse Dahl

6. Job description:
   Lead regularly scheduled tours in the gardens.

   The job includes the following tasks:

   - Must have attended at least 3 tours conducted in 2016 by Jesse Dahl

   Preferred traits and skills:

   - Ability to interact with other volunteers and visitors in a professional manner
   - Past experience working in gardens in preferred
   - Familiarity with Arboretum Gardens
   - Public speaking experience is preferred