2017 VOLUNTEER JOB DESCRIPTION

1. **Job Title:** Model Train Operator in the Kentucky Children’s Garden

2. **Time of year/months of the year this job holder will be actively engaged:** March - October

3. **Level of Commitment:** Varies, you can choose to come biweekly, weekly or daily, depending on your level of interest and available time

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

5. **The Arboretum staff member who will supervise your work:** Jackie Gallimore

6. **Job description:**
   The Model Train Operator maintains and operates the model trains in the Kentucky Children’s Garden.

   The job includes the following tasks:
   
   - Complete a Kentucky Children’s Garden Volunteer Training, which includes a background check, and complete a train training session.
   - Sign up for specific train times using Google Docs.
   - Clean model trains and tracks before each train time.
   - Start and stop trains at the scheduled train time.
   - Interact with children and families in a professional, friendly manner.
   - Ensure children do not derail trains by politely asking them to ‘look only with their eyes’.
   - Rerail trains as needed.
   - Must be able to stand and sit in various weather condition, walk on uneven terrain, and bend/stoop.

   **Preferred traits and skills:**
   
   - Interest in learning to operate model trains.
   - Ability to engage with guests in a professional and friendly manner.
   - Willingness to enforce rules politely.