# 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.

Created by Jackie Gallimore, January 12, 2017.