



## WELCOME CENTRE

This crew of experienced CityFolk volunteers acts as the ‘welcome and info booth’ location for all festival volunteers. The crew answers volunteer-specific questions, helps connect volunteers with crew leaders.

### Duties:

- Greet volunteers
- Provide information & assistance
- Answer questions
- Display & hand out CityFolk volunteer information
- Tag bags & provide claim chits to volunteers
- Position bags in the appropriate area
- Return bags to volunteers upon presentation of claim chits

### Skills:

- Exceptional attention to detail
- Effective communication skills
- Excellent interpersonal skills
- Adept at learning new tasks quickly

### Requirements:

- Must be **14 years of age or over**
- Accessibility Standards Customer Service Training
- This position requires individuals to be energetic & enthusiastic
- Must work efficiently with little or no direct supervision
- Must be able to learn new tasks quickly
- Willing to work in all types of weather
- Willing to stand for long periods of time
- Some lifting may be required
- Must be willing to take initiative and be pro-active

### Assets:

- Bilingualism

**\*\*\*This is a wheelchair-accessible position.**