

## Historic Canoa Ranch Greeters and Exhibit Monitors - Volunteer Positions Descriptions

### Purpose

**Greeters and Exhibit Monitors** are stationed inside the heritage area during tours and open hours to provide general information and interpret the historic buildings, cultural history, and natural resources at Historic Canoa Ranch. **Greeters** assist with tour registration, direct visitors to the tour staging areas, and answer other general questions. **Exhibit Monitors** are stationed in historic buildings where artifacts and other ranch memorabilia are displayed to provide information to visitors and to safeguard exhibits.

### Requirements

1. Complete and submit NRPR Volunteer Application form
2. Participate in Volunteer Orientation meeting to discuss volunteer service and complete required paperwork.
3. Choose an area(s) of service and commit to approximately 8 hours per month for at least one year.
4. Complete training required for specific volunteer position.
5. Review and sign volunteer service agreement specific to the volunteer position.
6. Wear a volunteer badge, dress appropriately, and represent Pima County in a positive and professional manner.
7. Record your hours for each day worked and attendance at trainings, meetings and continuing education sessions.
8. Volunteers are encouraged to participate in continuing education sessions, trainings, volunteer meetings, and/or field trips.

### Training

Historic Canoa Ranch Greeters and Exhibit Monitors must complete the Greeter and Exhibit Monitor Training Course (approx. 9 hours), and/or informal training provided by NRPR staff. Successful greeters and monitors will be able to demonstrate knowledge of the history of Canoa Ranch, tour script content, and competent interpretive skills.

### Time Commitment and Scheduling

Greeters and Exhibit Monitors must commit to an average of 8-hours per month. It is expected that tour guides will assist with a minimum of two tours/open days each month during the months of October - April. All volunteers are encouraged to attend continuing education talks, classes and outings arranged by the volunteer coordinator. Greeters and Exhibit Monitors scheduling is coordinated by EE staff as designated.

### Benefits of Volunteering with NRPR

1. Contribute to your community and enrich the lives of others through volunteer service.
2. Further the mission of Pima County Natural Resources, Parks and Recreation.
3. Receive an in-depth learning experience in the volunteer training course.
4. Learn about the natural and cultural history of the area through volunteer meetings and field trips.
5. Meet and socialize with other like-minded individuals through your participation in the volunteer program.

6. Receive Volunteer newsletters and notifications of Volunteer events and opportunities.
7. Receive discounts on NRPR Outdoor Activities, Tours, and Events program registration fees.
8. Enjoy NRPR Volunteer recognition events specific to your area of volunteer service.