



## VOLUNTEER POSITIONS

Located within Fort Williams Park, the museum and gift shop are open mid-May to mid-October from 10:00 am - 4:00 pm, seven days a week. Volunteer shifts are generally 10:00 am - 1:00 pm and 1:00 pm - 4:00 pm. The museum requires one volunteer per shift. The gift shop requires two volunteers per shift.

### GIFT SHOP OVERVIEW

- Operate point-of-sale system quickly, accurately, and efficiently
- Count cash, process credit cards and package purchases
- Demonstrate product knowledge to assist customers with selections
- Assist with inventory stocking and control; help maintain an orderly, clean, and attractive store
- Demonstrate an understanding of store, museum, and park
- Provide local tourism information and directions when asked

### MUSEUM OVERVIEW

- Greet and welcome visitors
- Collect admissions fees
- Count cash accurately and quickly
- Offer accurate historical information related to the museum and deliver informative answers to their questions
- Maintain cleanliness of the museum.
- Provide local tourism information and directions when asked

If you are interested in volunteering at Fort Williams Park, please call 799-2661.