



# Effie Yeaw Nature Center

2850 San Lorenzo Way, Carmichael, CA 95608 SacNatureCenter.net (916) 876-4918

## **Position Title: Event Assistant**

**On-The-Job Supervisor:** EYNC Staff leads and Manager of Volunteer Programs.

**Mission:** Interpret the natural and cultural resources of the Sacramento region—principally in the lower American River Parkway.

**Objective:** To assist events held at the Effie Yeaw Nature Center. Various roles available.

### **Primary Responsibilities:**

- Maintain a friendly communicative relationship with staff, volunteers, and visitors.
- Greet the public or event participants and provide accurate information.
- Attend training as needed for the event position.
- Notify staff of emergency situations and respond appropriately.

### **Skills/Qualifications needed:**

- Available weekends.
- Love of nature, friendly, and an interest in serving the public.
- Experience is not necessary, but helpful.

### **Training:**

- On the job training provided. Some event roles require pre-training before the event date.

**Evaluation:** Volunteers are encouraged to meet with the Volunteer Manager whenever necessary to discuss situations which may arise on the job. Periodic evaluations will be used to determine if the volunteer's needs and those of the Nature Center are being met.

**Commitment:** No on-going commitment required to participate as an Event Assistant.

### Nature Center Staff and Event Assistants in action!



Multiple events through out the year.