



Closter Nature Center Volunteer Greeter Description

Do you have a zeal for the great outdoors and a desire to engage with members of the public? Closter Nature Center seeks enthusiastic individuals to join our team as volunteer greeters. Help us serve our community by welcoming and assisting visitors at our beautiful nature reserve.

As a Greeter, you will serve as a representative of the Nature Center, engaging with visitors by offering essential information, assisting with transactions and donations for the CNC, and enhancing the welcoming atmosphere of the Nature Center with your warm presence.

Volunteer Requirements and Desired Qualifications:

- Must be 18 years or older
 - Volunteers aged 16-17 are welcome to apply but will be considered on a case-by-case basis. To increase your chances of being selected, please demonstrate your responsibility and reliability. A personal recommendation may be helpful. We encourage pairing with another volunteer for shifts.
- The ideal candidate will be sociable, at ease initiating conversations and greeting guests, and confident in addressing small groups.
- Volunteers should be eager to learn about the Nature Center's latest initiatives, educational programs, displays, and natural resources, and possess the ability to effectively share this information with guests.
- Candidates must participate in an initial training session (estimated 1-2 hours), plus potential future refreshers.
- Ability to volunteer for at least 4 hours per month, with regular shifts scheduled during the weekend. The season for this position will be roughly April to October.
 - The opportunity to volunteer for longer hours and on additional days is available for those who are interested!
- Must be able to pass a basic background check
- Preference will be given to those with educational, environmental, or interpretive backgrounds or education.

Responsibilities:

Visitor Engagement:

- Answer questions
- Provide information on programs and initiatives
- Sell merchandise and memberships
- Offer basic animal and exhibit interpretations
- Inform about rules and regulations (but not enforce)



Record-Keeping:

- Track visitation, sales, donations, and issues

Facility Maintenance:

- Keep the Nature Center tidy
- Check and stock bathrooms
- Report larger issues to the Executive Director and Caretaker

Training and Resources:

- Receive training and a guide document

Optional Opportunities for further engagement and leadership roles:

We are seeking highly motivated individuals who are eager to contribute to the growth and development of our new program. Successful candidates will demonstrate strong commitment and reliability as team members. Those who excel in these areas may have the opportunity to advance into leadership roles, where they will work closely with our staff to mentor new volunteers and oversee program activities. Candidates interested in leadership positions should highlight relevant educational backgrounds or professional experiences that demonstrate their readiness for these responsibilities.