



Special Events Volunteer

Description: As a Special Events Volunteer, you will be working with our Director of Group Sales to aid with special events that are held on Zoo grounds.

Responsibilities: Special events can range from weddings to corporate events. For this reason, it is crucial that you represent and promote the Naples Zoo in an exemplary fashion. Special event volunteers may work with the public, other vendors working the event, or both. Tasks at the event may include managing and securing areas where these events are held, helping to direct guests/traffic/parking, greeting guests, and performing any other tasks as needed. Volunteers need to be knowledgeable about the Zoo's history, memberships, and other general information.

Training: Completion of the one-day volunteer orientation program. On-the-job training by department.

Reporting: The Director of Group Sales will be your main contact on the day of the event. The Volunteer Coordinator will be your contact for scheduling and other concerns.

Time Commitment: Variable, as needed by the department.

Qualifications: Must be 18 years of age or older, exhibit strong attention to detail, enjoy working in a team-based environment, and have a positive attitude. Individuals with event planning or public relations experience a plus. Volunteer must be able to follow all supervisory and safety policies. This position may require moderate lifting, bending, squatting, and standing for extended periods of time. This position may require you to work part or most of your time outdoors in all weather conditions (e.g., the very hot and rainy summer or colder winter months). If in school, must show proof of a 2.5 GPA or higher.

Benefits: In addition to the general volunteer benefits from the Naples Zoo, this position allows you to be flexible with your time. As the events are on an as-needed basis, commitment to a structured schedule is not necessary. In addition, the position allows for variety in work as every event is different.