



Visitor Host

Position Objective:

To provide excellent customer service during engaging and immersive tours of the Oshawa Museum.

Duties / Key Responsibilities:

- Greet visitors upon arrival in the gift shop.
- Provide current and correct information during tours of the houses.
- Self-evaluate and critique your tours.
- Act as a museum ambassador, promoting upcoming events such as the OHS Speaker Series, store sales, book launches, and seasonal events.
- Ensure visitors do not handle artifacts.
- Other duties as required

Number of Hours:

Hours vary according to your availability and the museum’s hours of operation.

Skills, Qualifications and Training:

- Excellent communication
- Friendly and outgoing
- Public speaking skills
- Reliable

The Visitor Experience Coordinator provides an interview and orientation session. In addition, we offer various training opportunities throughout the year.

Benefits to the Volunteer:

- Valuable experience working with the public
- This work furthers your knowledge of the diverse history of Oshawa and life in the Victorian era.
- Develops communication and public speaking skills
- Working in beautiful Lakeview Park
- Meet people in your community

Out-of-Pocket Expenses:

The Oshawa Museum requires a criminal record check at a volunteer rate of \$20.00 (subject to change by the DRPS) for volunteers over 18. We provide a placement letter to obtain this rate. Submit applications for a CRC at www.drps.com

Date _____

Volunteer’s Name _____

Volunteer’s Signature _____

Supervisor’s Signature _____