



# RIVER CENTER DOCENT **VOLUNTEER JOB DESCRIPTION**

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## General Description

River Center Docents volunteer in the Riverview Ranch House and River Store on weekends and during special Parkway events. Docents interact with River Center visitors and provide information about the River Parkway Trust, Parkway access opportunities, and the San Joaquin River. Docents can also serve in the River Store gift shop conducting sales and interacting with River Center visitors. This position is perfect for outgoing and enthusiastic individuals who can commit to 2 shifts per month (5 hours total per month).

## Scheduling

River Center Docents volunteer at the River Center, Saturdays and Sundays between 10:00 am and 3:00 pm, (AM Shift: 10:00 am to 12:30 pm, PM Shift: 12:30 pm to 3:00 pm), and during select special Trust events which occur at the River Center.

## Training

New River Center Docents will participate in one 2-hour orientation and training session at the River Center.

## Duties, Responsibilities, and Expectations

- Participate in job training with a veteran volunteer, staff, or board member
- Become familiar with the River Center Docent Manual
- Develop knowledge of River Parkway Trust projects, programs, and activities

### *House Docent*

- Lead Ranch House tours for visitors
- Answer questions about the history of the Ranch House and Riverview Ranch
- Be a friendly and helpful host

### *Store Docent*

- Learn the Square Store System
- Conduct transactions for merchandise
- Answer visitor questions and help orient visitors to the River Center

## Qualifications

- Passion for the River Parkway Trust's work to create and protect the 22-mile San Joaquin River Parkway
- Flexible schedules – the ability to volunteer for two 2.5 hour shifts on weekends each month
- Enjoy meeting and conversing with new people

### *House Docent*

- Interest in cultural and natural history of the San Joaquin River
- Mobility – this position requires climbing stairs and moving throughout the Ranch House

### *Store Docent*

- Comfortable with using an iPad
- Excellent customer service skills

[CLICK HERE](#) to learn more about the River Center

[CLICK HERE](#) to learn more about the Ranch House Exhibits

## Contact Info

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