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## Volunteer Position: Greeter

Reports to: Membership Director

Part-Time, Volunteer

Posting Date: September 16, 2019

Start Date: Immediately

#of Positions Available: 2-3

Shifts Available: Monday – Friday, 8-11:00 am and 4-7 pm

### POSITION SUMMARY

Under the supervision and guidance of the Membership Director, the Greeter is responsible for welcoming our members, guests and staff to the YMCA. This position is part of the Geneva Lakes Family YMCA's commitment to high quality member services.

### ESSENTIAL FUNCTIONS

- Show a positive attitude and enthusiasm by welcoming all to the YMCA.
- Assures that members are checking in with their YMCA cards
- Provides assistance to the membership associates
- Neatly fold towels and store at the Front Desk.

### QUALIFICATIONS

- Enjoys serving others.
- Minimum age of 18 years old.
- Must complete and clear a background/criminal history check.

### SUPERVISION, TRAINING AND TIME COMMITMENT

- Mike Coolidge will onboard, train and schedule this position.
- Must attend a New Volunteer Orientation (NEO) & watch Volunteer Praesidium Course
- Time Commitment: Ongoing, based upon volunteer(s) availability

### CONTACT

Submit volunteer application to Mike Coolidge, Membership Director, at [mike.coolidge@glymca.org](mailto:mike.coolidge@glymca.org).