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## Volunteer Position: Greeter/Towel Attendant

Reports to: Membership Director  
Part-Time, Volunteer  
Posting Date: March 6, 2017  
Start Date: Immediately  
#of Positions Available: 2-3  
Shifts Available: Monday – Friday, 8-10:30am and 4-6:30pm

### POSITION SUMMARY

Under the supervision and guidance of the Membership Director, the Greeter/Towel Attendant is responsible for welcoming our members and the collection, laundering and folding of workout towels for YMCA members and community program participants. 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.
- Walk around to the various laundry receptacles and/or rooms to collect soiled towels. (Several times during shift).
- Climb two sets of stairs to laundry facilities. (Several times during shift).
- Safely navigate the washer to clean towels.
- Carry wet towels to dryer.
- Collect clean, dry towels from dryer. Empty lint tray.
- Neatly fold towels and store at the front desk.

### QUALIFICATIONS

- Enjoys serving others.
- Minimum age of 18 years old.
- Must complete a clear a background/criminal history check.
- Can lift up to 20lbs. and walk up/down stairs.

### 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).