



Volunteer Opportunity:
Department/Division:

Special Event Greeter
Hurst Conference Center

Contact

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Location

Hurst Conference Center
1601 Campus Dr.
Hurst, Texas 76054
817-581-0044

Qualifications

Position requires a welcoming smile, positive attitude, love for people, and a warm personality. Must be able to participate on an on-call basis as there is no set schedule. Must be able to provide exemplary customer service. Must be willing to learn the general layout of the Conference Center.

Duties

- Greet people as they enter and exit the Conference Center
- Direct people to their initial area of need within the Conference Center

Requirements

Minimum age: 18
Time Commitment: needed on an on-call basis depending on events
No Criminal Record

Training

Will be provided as needed.

Physical Demands

Visual and hearing acuity. Ability to stand for extended periods of time (two hour intervals with plenty of breaks as needed).

Mental Demands

Speak and write clearly; comprehend, retain, and follow oral and written instructions; effectively communicate.

Environmental Conditions

Volunteer will work inside and be protected from weather conditions; works in a clean, well-ventilated, and well-lighted environment. Moderate traffic and immediate distractions in immediate area.