



Volunteer Position Description

Position Title: Gift Shop Assistant

Description of Project/Purpose of Assignment: To assist the Gift Shop Manager with the day-to-day operations of the gift shop.

Outline of Volunteer's Responsibilities or Tasks: Assist customers in finding merchandise, answer customer questions about merchandise, keep the shop neat, clean, and bright, assist the Gift Shop Manager as needed.

Training and Support: The Gift Shop Manager will provide all training and supervision with regard to computer/register use, customer service, and other responsibilities.

Time Commitment: The Gift Shop Assistant shall be expected to work a minimum of three (3) hours per month within shifts assigned by the Gift Shop Manager.

Qualifications Needed: Dependable, able to use a computer/cash register with training, knowledge of basic mathematics, pleasant personality.

Benefits: 10% discount in The Folly Gift Shop, free admission to Riddick's Folly for immediate family, subscription to Riddick's Folly's quarterly newsletter, and other benefits as outlined in the Riddick's Folly Volunteer Handbook

For more information, please contact the museum.

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