Volunteer Opportunity Description:

Program Usher and Seat Scouter

Description/Purpose

Have you ever been to the movies looking for 4 seats together, but only seem to be able to find 2 or 3 seats together? Or is your seat-finding mission foiled by the man who drapes his coat over the seat in front of him, or the woman who sets her purse on the seat next to her? The Arboretum hosts many programs that "sell out" every year. Inevitably, scenarios similar to the ones above happen, leaving late-coming guests feeling seat-less in a room where more seats can be filled. Help make all Arboretum guests feel welcomed and that we have a seat for them! As our on-site usher and seat scouter, you will "work the room," asking people kindly to "scooch in" to fill in open seats, and keeping an eye on small groups of seats that can be filled by later-arriving groups. A kind, understanding smile and a soft voice are essential to this role.

Responsibilities/Tasks

* Gently asking guests who are spread out to shift so that they fill every seat from front to back of the room.
* Noting, creating, and/or keeping an eye on smaller groups of seats (2-4 seats) for groups of guests who would like to sit together.
* Quietly ushering later guests to open seats without causing distraction or disruption to the program.
* Remembering faces of those who are waiting for their party to arrive, and would like to be seated together when they arrive.

Required Skills

* A kind smile that people respond to
* Ability to speak clearly in soft, low tones to guests arriving after the program has begun
* Ability to walk swiftly and quietly up aisles to assess seat availability.
* Ability to remember scouted locations of open seats available in a large room
* Ability to direct guests to the restroom and/or water fountains (inevitably, you will be asked these questions!)

Time Commitment and Schedule Details

One or both of the following times/dates:

**Thurs 4/7, 5:30 p.m. – 7 p.m.** Pollinator Friendly Gardening: Meet the Author
**Sun, 4/17, 2:30 p.m. – 3:30 p.m.** Documenting the Galapagos: A Science-Based Visual Journey

Additional future dates and programs are a possibility!

Benefits/Impact

Help all guests feel welcomed at the Arboretum! Save the day by helping all participants (on time and late) find a seat or group of seats that will make them comfortable.

Work Environment:

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**How to Apply for this Opportunity**

If you are currently an Arboretum Volunteer and would like to apply for this opportunity, please contact the supervisor below:

**Staff Supervisor & Contact Information**

Jill Leenay, Business Manager Education Dept,
SEND EMAIL TO: leen0014@umn.edu