



Visitor Information Center Volunteers

Visit Sitka is looking for volunteers to work at the Visitor Information Center and the Sitka Sound Cruise Terminal Welcome Desk for this summer. If you love Sitka and want to share your passion with visitors, we want you! As a volunteer in the visitor centers, you will meet and greet visitors and provide details on area activities, accommodations, events, and other information of interest to our visitors.

Requirements

- Good people skills: enthusiastic, friendly, and have a pleasant personality
- Customer service and sales skills
- Basic internet search abilities
- Comfortable volunteering in a busy environment
- Commitment to volunteering four hours per week for the summer season
- Willing to participate in online and in-person training to increase your knowledge base

Your Benefits

- ✓ Meet people from around the country and world
- ✓ Meet other volunteers and make new friends
- ✓ Familiarization trips to member businesses
- ✓ Ongoing training

COVID-19 Information

This position has constant contact with the public. Staff may be asked to take precautions such as wear a mask while at work. Due to the evolving workplace and governmental requirements for the Covid-19 pandemic, positions may be subject to Covid 19 testing, temperature checks, and other screening method.

Application Information

The volunteer recruiting process is selective. All candidates must fill out an application followed by an interview to determine their level of knowledge, enthusiasm, commitment, and passion for promoting Sitka as a visitor destination.

To apply fill out a volunteer interest form and drop it off at the Visit Sitka Visitor Information Center or email it to info@visitsitka.org. For questions call (907) 747-8604.



Volunteer Application

Applicant information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____

Do you have a current driver's license? YES NO Do you have use of a car.? YES NO

Have you ever volunteered or worked for Visit Sitka? YES NO If yes, when? _____

Tell us about you

How did you hear about volunteering at Visit Sitka?

What motivated you to volunteer at Visit Sitka?

Your availability

Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM

References

Please list two professional references.

Full Name: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____

Company: _____ Phone: _____

Address: _____

List your volunteer or employment experience related to this role

Company: _____

Position: _____

From: _____ To: _____

Company: _____

Position: _____

From: _____ To: _____

Company: _____

Position: _____

From: _____ To: _____

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to a volunteer position, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____