



Volunteer Title: Site Ambassador	Reports to: Volunteer Coordinator
Location: Fieldhouse (FH) & Sportsplex (SP)	Hours:

Summary

Reporting to the Volunteer Coordinator, the Site Ambassador will also work closely with the Customer Service Reps at the FH Reception Desk as well as the Ice Technician in the Maintenance Department.

This position would appeal to someone who thrives on client-first service and working with people of all ages and abilities. This position would require the candidate to be physically fit as walking and climbing stairs will be part of the role as well as some lifting may be required. If you enjoy tracking steps – you will be surprised how many steps, you will count during your shift!

The Site Ambassador will assist in the day-to-day monitoring of facility, i.e. providing assistance & hospitality to the patrons of the Fieldhouse and Sportsplex.

Responsibilities

- Greet visitors to ascertain their purpose in the facility
- Check in activity and fitness class participants
- Ensure there are copies of all the proper handouts in the racks
- Walk through the FH & SP facility, checking weightroom, ODR, track level, meeting rooms etc.
- Liaise with groups/departments and resolve issues that may arise with the assistance of Maintenance or FH Customer Service Reps (CSR's)
- Inspecting the facility to ensure DCC guidelines are followed and that safety/security is maintained
- Follow the guidelines in the "Check Sheet Report" and make any comments on this report for follow-up when required

To Apply

The Dakota CC invites interested candidates to complete the volunteer application form located on our website <https://dakotacc.com/198/support-dakota-volunteer>.

Questions? Please email Colleen Mahon, Volunteer Coordinator colleen@dakotacc.com.