



## **Friends of Lyndon B. Johnson National Historical Park**

### **Volunteer Job Description: Event Volunteer**

**Position Overview:** The Friends of Lyndon B. Johnson National Historical Park is a 501(c)(3) nonprofit organization that provides ongoing support for educational park programs, restoration efforts and recreational events.

As an Event Volunteer you would be offered the opportunity to support our public events including the following types of events we've hosted in the past:

- The LBJ 100 Bike Tour
- The Cabinet Oak Celebration and Auction
- Barbecue on the Pedernales
- Events hosted by the National Park Service

We may host other types of events including:

- Community meet and greets
- Volunteer recruiting mixers

### **Key Responsibilities:**

- Preregistration and onsite registration of attendees
- Pre-event setup and post-event take-down
- Greeting attendees
- Food and beverage service
- Cashier for item purchases and donations
- Providing general guest assistance to provide a pleasant experience
- Coordination with Friends employees and board members

### **Qualifications:**

- An engaging and positive attitude
- Good verbal communication skills
- Desire to make guests feel welcomed
- Attention to details of the event and the guest experience
- Ability to learn and share basic information about the Friends and the LBJ National Historical Park

### **Benefits:**

- Opportunity to make a meaningful impact in preserving history and enriching the community
- Gain or practice your experience in customer service
- Enhance your knowledge of President Lyndon B. Johnson and the history of the LBJ National Historical Park
- Network with professionals and other volunteers in the nonprofit sector
- Flexible scheduling to accommodate other commitments
- Receive a letter of recommendation upon successful completion of the volunteer term

**Join us as an Ambassador for Friends of LBJ NHP and help inspire others to discover and appreciate the legacy of President Lyndon B. Johnson and the beauty of the LBJ National Historical Park!**