

California Trail Interpretive Center Elko, Nevada

Southern Nevada Conservancy (SNC) Position Description

Position Title: Visitor Guide

Schedule: This is a 3-month summer seasonal position starting immediately, 40 hours per week, specific work days to be assigned but will include weekends.

Reports to: Paul Gregory - Operations Coordinator

Worksite:

California Trail Interpretive Center (Trail Center) is located 8 miles west of Elko, Nevada, just off I-80. The Trail Center is administered by the Bureau of Land Management, Elko District Office. The majority of the work will be performed inside the Trail Center and on the center grounds. This is a great opportunity to gain experience in researching, preparing, and presenting interpretation and education programs, customer service, and all aspects of Interpretive/Visitor Center operations.

Purpose:

The mission of the California Trail Center is to interpret the California Trail experience, its related themes, and provide educational and cultural enrichment to the general public. Through interpretation the Trail Center will contribute to the appreciation and preservation of historic and cultural sites and, by forging strong community partnerships, enhance sustainable tourism in the region.

Interpretation is driven by a philosophy that charges interpreters to help audiences care *about* park resources so they might support the care *for* park resources. Interpretation establishes the value of preserving park resources by helping audiences discover the meanings and significance associated with those resources.

Primary Duties:

- Staff the front desk, greet and orient visitors, and operation of the non-profit bookstore
- Research, develop, and present interpretative and education programs
- Present outdoor and/or indoor demonstrations of traditional pioneer and/or Native American skills
- Support the planning and implementation of special events
- Work on special projects as assigned

- Assist with exhibit cleaning
- Other duties as assigned that support the Trail Center's mission

Qualifications/Skills:

- Be an effective team member
- Strong oral and written communication skills
- Strong customer service skills
- Experience, knowledge, or interest in Interpretation desirable
- Knowledge or interest in American history
- Knowledge of or strong desire to learn American pioneer-era skills and crafts
- Experience in or strong desire to learn historic and academic research
- Experience in or strong desire to learn facilitating educational programs with large groups
- Experience and desire to work with children or school groups
- Experience with Microsoft Office programs and computer skills

Compensation: Competitive Hourly Wage, Paid Holidays, Employee Discount at Store, other benefits as defined in employee manual.

To Apply: Please send cover letter and resume to Leshawun Porter, lporter@snconservancy.org