



Docent Tour Guides

Position: Tour Guides

Who: Hidden Lake Gardens Staff and Volunteers

Location: Hidden Lake Gardens

Schedule: Weekday and/or Weekend tours will be offered to visitors. The specific days and times will vary depending on the scheduling of tours, programs, and events.

Purpose: To educate and enhance visitors' experiences by demonstrating their knowledge, enthusiasm, and passion for Hidden Lake Gardens.

Responsibilities:

- **Education:**
 - Provide the history of Hidden Lake Gardens.
 - Provide information about plants, trees, ecology, nature, and wildlife.
 - Contribute to the program content design and development.
- **Communication:**
 - Maintain regular communication with the Managing Director, Head Gardener, and Visitor Services Coordinator to keep them updated on scheduling and addressing any issues or concerns.

Work Environment:

- Indoor and Outdoor tours will be offered and therefore is subject to changing weather conditions as well as insects and wildlife.
- Volunteers should dress appropriately for the weather and take measures to protect themselves from these elements.
- All necessary tools to assist will be provided.

Dress Code:

- Volunteers must wear Hidden Lake Gardens apparel to ensure they are easily identified as authorized personnel when working on the grounds.

Qualifications:

- Volunteers should be friendly and outgoing, with the ability to engage individuals of all ages and backgrounds.
- Volunteers should be punctual and dependable.
- Volunteers should be able to work indoors or outdoors.



Miscellaneous:

Training, information, and uniforms will be provided. Volunteers are encouraged to bring sunscreen, insect repellent, and a water bottle.