



Future of Flight Volunteers | Job Description

Title Greeter

Reports to Volunteer Program Staff

Purpose / Summary

Provide direct support for the Volunteer Services team. Welcome and greet visitors in the lobby, and provide customer service. This is a great opportunity to meet people from all over the world and support the Boeing Future of Flight.

Responsibilities and Duties

- Represent Boeing Future of Flight’s diverse visitors
- Engage with visitors and provide excellent customer service (interact with visitors, answer questions about the FoF, direct to restrooms or tour or exhibits, encourage learning, etc.)
- Stay knowledgeable of current exhibits, programs, history and events
- Ensure preservation of the artifacts and exhibits
- Keep visitors safe

Qualifications

- Strong communication skills and comfort with visitor interaction
- People skills (welcoming, helpful, friendly, service-oriented)
- Interest in aviation/airplanes
- Must be 16 years of age or older
- All volunteers must successfully complete reference check
- Adult volunteers must pass a criminal background check
- May be required to stand for extended periods of time and climb stairs

Schedule

Volunteers will be expected to work a minimum of two shifts per month and may also log additional volunteer hours for specific research related to assigned role.

	Regular Hours	Summer Hours
AM	8:30 am-1:00 pm	8:30 am-1:00 pm
BRIDGE	11:00 am-2:00 pm	noon-3:00 pm
PM	1:00 pm-5:30 pm	3:00 pm-7:00 pm

Training

Onsite training will be provided, including Boeing orientation and exhibit specific information.

Applications and References

To apply, complete the application and reference forms and return to Volunteer Services.

Questions?

If you have questions about this position or volunteering at the Future of Flight, please contact:

Kristen Sanger

Direct: 425.299.7394

Email: FoFvolunteers@boeing.com