



Shiawassee National Wildlife Refuge

Interpretive Guide Volunteer Opportunity

We are looking for volunteers to serve as “Interpretive Guides” and work at the refuge headquarters. These individuals will primarily work on weekends, when more people tend to visit the refuge, from mid-April through early October. No prior experience is necessary, as refuge staff and Friends members will provide training.

Duties

- Assist with the operation of the Friends bookstore
- Answer visitors’ questions in person
- Answer the phone
- Recruit Friends members
- Assist in emergencies by contacting proper authorities

Time Commitment

Our goal is to have at least one Interpretive Guide each weekend day between the hours of 11:00 a.m. to 3:00 p.m. Volunteers will be asked to commit to one 4-hour shift. You can volunteer for more hours if you like!

Requirements

- All volunteers will be required to attend Friends Bookstore training provided by Friends members. Training will include store procedures, money handling practices and familiarization with store’s inventory.
- All volunteers are also required to attend the half-day Wildlife Guide training provided by refuge staff and Friends members. Training will include a refuge overview, a guided tour of the Wildlife Drive, simple wildlife identification, and how to handle an emergency.
- All volunteers must fill out a Fish and Wildlife volunteer services agreement. A new agreement must be filled out every year.
- All volunteers must keep track of his/her hours on a sheet provided by the refuge volunteer coordinator. Volunteer time sheet will be turned in on a monthly basis either by dropping off at refuge headquarters, or emailing (Becky_Goche@fws.gov) or faxing to the volunteer coordinator (fax: 989.791.3621).
- Call the Interpretive Guide Coordinator to schedule your shift.
- Volunteers will be marked in some fashion so that the public can easily recognize them as someone who can answer questions. Items could include any of the following: vest, shirt, pin, etc.

Refuge and Friends Provide

- The refuge will provide Interpretive Guides with refuge brochures and other handouts for visitors.

Benefits

You will be on the front line of helping refuge visitors learn about the Shiawassee National Wildlife Refuge and all it has to offer. Through your efforts you will help people understand the importance of the Shiawassee National Wildlife Refuge and its role in protecting habitat and the wildlife that use it.