



Saratoga Convention & Tourism Bureau / Saratoga Heritage Area Visitor Center
Volunteer Application

Name: _____
Home Phone: _____ Mobile: _____
Address: _____
City, State, Zip: _____
Email address: _____

Do you have previous volunteer work experience? YES NO If so, with which organizations and what was your role?

Please tell us what you like about volunteer work? _____

How did you hear about volunteering with us? _____

Volunteer position information:

Please indicate which position(s) you are interested in by circling those that apply.

Visitor Center volunteer positions:

- Desk Ambassador Walking Tour Guide Step-On Guide

Shift times & days vary according to the position. For example, Visitor Center Desk Ambassador positions have regular, predictable four-hour shifts, scheduled between the hours of 9:00 am and 6:00 pm. Walking Tour and Step-On Tour Guides are seasonal, less predictable and are dependent upon demand.

Convention Bureau volunteer positions:

Visitor Information Tables:

May be set up at sporting events such as a rowing regatta, a horse show, a road race or may be inside a hotel.

Conference Assistance:

May include performing duties at a conference registration table or light administrative tasks such as selling raffle tickets or handing out flyers.

Conference assistance positions, information table duties and special events may occur any day of the week or time of day. Shifts are normally limited to 4 hours maximum. Events may be outdoors or indoors. All details including location will be sent with requests.

Are you a year-round resident or "seasonal" (circle one)? If seasonal, please indicate the dates (from and to) you will **NOT** be available: _____

What days of the week are you available? Please circle all that apply:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Are there any times/days that you are **NOT** available? _____

Please tell us if you have any restrictions or special needs: _____



To be Completed by SCTB/VC Staff

Interview date: _____

Emergency Contact Name: _____

Relationship: _____

Phone Number: _____

Training:

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |