

TROLLEY DRIVER – THE ENCAMPMENT STORE

General job description

The Encampment Store (TES) at Valley Forge National Historical Park is a non-profit partner of the National Park Service. As part of TES' mission TES has trained guides who provide fee paid tours of the Park and it's history to visitors. One type of tour is via a trolley which travels a predefined loop (6-10 miles) through the Park and includes stops at various points of interest. Each tour is approximately 90 minutes in duration.

TES is seeking a trolley drive(s) for these tours. This is primarily a seasonal position.

Location of job

Valley Forge National Historical Park, The Encampment Store. This is not a government job.

Days of operation

July 2021: Thursday – Sunday 10am – 4:30pm

August 2021: Thursday – Sunday 10am – 4:30pm

September 2021: Thursday – Monday of Labor Day Weekend 10am – 4pm

After Labor Day weekend: Saturday – Sunday 10 am – 4 pm

October 2021: Saturday – Sunday 10 am – 4 pm

Hours of position

10:15 a.m. – 4:30 p.m.

Tour information

Times 10:45, 12:45, 2:45

Duration 90 minutes

Hourly rate

\$20+ per hour

Requirements

Class B-CDL, Passenger Endorsement, Background Check

POSITION DESCRIPTION

Trolley Tour Driver

This hourly paid position of Trolley Driver is located within Valley Forge National Historical Park and reports to the management of The Encampment Store. The individual filling this position will be responsible for driving and maintaining the trolley, owned by The Encampment Store.

RESPONSIBILITIES

Daily General Operations

Trolley Tour

- picking up the trolley each morning of trolley tour operations from the Park's maintenance area;
- reporting to the Visitors Center no later than 10:30 a.m. with trolley ready to host visitors;
- returning the trolley at the conclusion of each day of trolley tour operations to the Park's maintenance area;
- ensuring the trolley is stored in a manner which ensures the safety of the trolley and it's interior;
- aid in seating of ADA to include removal of seat to accommodate wheelchair(s)
- driving the trolley in a safe and responsible manner, abiding by all road rules (posted and unposted) and working with the tour guide in maintaining a safe speed to allow for the utmost safety of all guides and passengers;
- maintain ongoing communications with the tour guides to ensure the timing of all tours fall within the timeframes as defined;
- working in unison with tour guides to provide an excellent experience for all visitors;
- maintaining the highest level of customer service to all visitors to the park;
- driver will not give tours of the park.

General Trolley Maintenance

- maintain cleanliness of trolley to include: daily sweeping of the floor, daily trash removal, ensuring windows are closed/roll-up is down at the conclusion of each day;
- Complete sanitizing of trolley between tours;
- maintaining gasoline levels to ensure trolley is ready to be used each day;
- managing basic trolley mechanical upkeep, i.e. tire pressure, windshield washer fluid, oil, fuel, etc;
- reporting of any trolley and/or road issues that may cause dangerous conditions for the trolley driver/guides/guests or the trolley to Encampment Store manager(s).

Park Knowledge – Helpful but not essential

- have knowledge of and ability to answer questions about elementary information about Valley Forge National Historical Park and the surrounding area;
- understanding of the general history of Valley Forge National Historical Park and its history.

General Requirements

- Current Class B-CDL certification

- Passenger Endorsement certification
- Completion and passing of a background check (a plus if PA Department of Education background check has already been completed)
- Knowledge of trolleys/buses and ability to drive them
- Ability to lift 50 lbs.
- 20/20 vision or corrected to 20/20 vision
- Positive attitude
- Enjoy working with the public
- Ability to work weekends and holidays
- Ability to sit for extended periods of time
- Ability to work during summer weather conditions
- Knowledge of the American Revolution is a plus but not essential!

Contact Information

Interested applicants should email their name, contact info to Tours@encampmentstore.org or phone The Encampment Store at 610-624-5010.

THE ENCAMPMENT STORE MISSION STATEMENT

The Encampment Store, a non-profit corporation registered in the Commonwealth of Pennsylvania exists and operates to:

- provide excellent customer service and information to enhance the experience of all guests at the Park;
- support Valley Forge National Historical Park through the production and sale of educational, high-quality, entertaining materials, programs and services;
- work in unison with VFNHP staff to engage and educate visitors of all ages;
- provide support and assistance to the interpretive, educational, scientific and historical activities of the National Park Service and to enhance the conservation, maintenance and interpretation of Valley Forge National Historical Park through the proceeds from sales;
- support the mission of Valley Forge National Historical Park to educate the American people about one of the most defining events in our nation's history by preserving the natural and cultural resources that commemorate the encampment of the Continental Army at Valley Forge in 1777-1778.

The most important goal of *The Encampment Store* staff member is to provide a friendly, warm, inviting and informed experience for the visitor. The sincerity and friendliness with which the visitor is greeted will leave a lasting impression and will help sustain Valley Forge National Historical Park as a nationally recognized location committed to resource preservation, public education and service.