



# Volunteer Opportunities

## HOSPITALITY

**Greeter:** Welcome visitors to the Estates and give general information to visitors.

**Special Events:** Assist with Estates meetings, programs, weddings and in-house events.

**Information Booth:** Assist visitors with information about the Estates and in locating local attractions, restaurants, hotels, etc.

**Gate Attendant:** Open gate for tours and check tickets to ensure that visitors have paid before entering the property.

## RETAIL

**Museum Store:** Assist with pricing, stocking, and customer service as needed.

**Garden Shoppe:** Assist visitors with information on plants for sale, stock Garden Shoppe area; knowledge of plants very helpful.

## GROUNDS

**Horticulture:** Assist Estates Horticulturalists with various gardening tasks on the property.

**Nursery:** Potting, propagation, watering and general care of plants under direction of Estates Horticulturalists.

## SUPPORT

**Office Support:** Answer telephones, greet visitors, and help with various office projects.

**Special Projects:** Assist staff with mailings, brochures, packets, etc.

## CURATORIAL

**Curatorial:** Process collections, photographs, correspondence, library materials and artifacts.

## DOCENT

**Tour:** Give guided interpretive tours for school and visitor groups of 20 or more.

**Laboratory:** Present interpretive program in Botanic Research Lab to Estates visitors.

**Museum:** Greet visitors and answer questions about the museum collections and exhibits. Assist interpretive staff in cleaning audio wands and give orientation to visitors when necessary.

**Porch:** Present historic information and answer questions regarding the Estates history to visitors.

**Garden:** Provide educational information about the garden, history and provenance of its plantings to visitors.

**PLEASE MAIL YOUR APPLICATION TO:**

**Volunteer Coordinator**

**Edison & Ford Winter Estates**

**P.O. Box 2368 ♦ Fort Myers, FL 33902**

**(239) 335-3673**

**Fax:(239) 332-6787**

