## **Paine Aquatic Center**

## **Yearly Volunteer Commitment**

The Paine Aquatic Center relies on a large team of volunteers to serve the Manistee County community.

The desk volunteer is the first person a guest meets when entering the facility. It is their responsibility to represent all of the best qualities of the Paine Aquatic Center and its programs. This includes dressing appropriately, keeping the desk and work area tidy as well as having a working knowledge of the facility and its programs.

*Specific tasks include:* greeting all guests (whether they are there for physical therapy, swimming or other purposes), registering swimming guests utilizing the iPad "Check-In" form, collecting swim fees, leading new guests or members on tours of the facility, answering phone calls and returning messages.

## Commitment

**Yearly:** A minimum of two hours per week throughout the year is expected. This is with the understanding that there will be times/vacations etc., which you will not be volunteering. You will be responsible to find your own substitute. Yearly volunteers qualify for a free individual swim pass.

**Seasonal:** Seasonal volunteers indicate the season they will be able to volunteer a minimum of two hours per week. For instance, May – December or just summer. Seasonal volunteers qualify for a free individual swim pass during the periods they volunteer.

**Fairness Policy:** If you miss eight hours of volunteer time within a one month period your individual swim pass will be revoked, except as noted above.

Volunteer applications are available at the volunteer desk or online at manisteemariners.org. Questions or more information may be directed to 231.398.3686 or paineaquatic@manistee.org.