

Position Summary:

Biosphere 2 is seeking a part time Visitor Assistant. The ideal candidate will be thoroughly committed to Biosphere 2's mission, have experience in customer service and the ability to interact easily with the public. Together with other staff Visitor Assistants will help visitors have a safe, meaningful visit, prepare the facility for visitors and help keep the facility clean. This position is hired through an employment agency and scheduling is based on program/business needs which include weekends, holidays and occasional evenings.

Duties & Responsibilities:

- Enhance the visitor experience by being a friendly presence and resource to visitors. This may include welcoming visitors in admissions, providing direction along the tour route, and offering general information to visitors throughout their visit.
- Provide a welcoming environment for visitors while also enforcing Biosphere 2 policies and procedures in a polite and respectful manner.
- Engage public visitors in Biosphere 2 exhibits, outreach programs and citizen science projects.
- Participate in/assist with operating Biosphere 2 special event, conference events and off site community events.
- Assists with opening and closing procedures for the facility
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Knowledge, Skills & Abilities:

- Must possess well developed skills that support creative approaches for working with adults, families, students and the general public.
- Ability to take initiative, work independently and troubleshoot in a fast paced environment.
- Possess excellent problem solving skills, dependability, flexibility and an outgoing and friendly personality.
- Must have the ability to work a flexible schedule that routinely includes weekends, holidays and evenings.
- Must maintain basic knowledge of Biosphere 2 research initiatives.
- Computer literate; ability to learn how to download and troubleshoot the Biosphere 2 Tour App
- Must be able to stand for long periods of time, walk, climb stairs, and lift up to 50 lbs.