



## Volunteer Job Descriptions

**Bear River Migratory Bird Refuge**  
2155 West Forest Street  
Brigham City, Utah

**Information Desk Greeter:** If you are friendly, patient, enjoying speaking with visitors and can provide good customer service, we need you to help welcome visitors to our Wildlife Education Center and Brigham City. You will share information about Refuge birds and wildlife, recreation opportunities, and answer questions about our community, and other Utah attractions. Training/information will be provided. Shifts of 4 to 8 hours, weekly or bi-weekly.

**BookShop Staff:** Friendly, customer service-oriented people who can handle money and work a computerized cash register are needed to assist our Bookshop Manager with ringing up sales, stocking shelves, checking in and displaying inventory and other assorted duties. Training will be provided. Shifts of 4 to 8 hours weekly.

**Environmental Education (EE) Leader:** Current and former educators and those with a love of teaching and working with children of all ages are needed to assist with the EE program. Work with staff to plan, write, and present programs that correlate to Utah's Core Curriculum Standards, both at the Wildlife Education Center and in the local schools. Field trips are scheduled for Tuesday, Wednesday and Thursday. Also help with interpretive programs presented on Saturdays.

**Landscaper:** Do you have a green thumb? Are you in good physical condition (for bending and kneeling) and can you work independently with little supervision? Gardeners needed to help us beautify and maintain the grounds around the Wildlife Education Center with native plantings and perhaps specialty gardens (wildflowers, herbs, butterflies, hummingbirds). Work schedule will vary according to the growing season.

**Special Events Assistant:** People with good planning and communication skills needed to help with preparation and execution of special Refuge events. Established events include Bird Banner Day in April, Great Salt Lake Bird Festival in May, and the Bear River Refuge 'For the Birds' ½ Marathon Walk in September. More events are being planned and will begin when we're settled in the new building. Both behind the scenes and event day help needed. This will include organizing, setting up and shipping traveling displays. Schedule varies with event.

**Roving Birder/Refuge Interpreter:** Folks with good bird identification skills and rudimentary knowledge of the Refuge (habitats and history) needed to provide in-the-field information to visitors traveling the auto tour route. Provide your own vehicle. We supply kit complete with I.D. guides, handouts, binoculars and spotting scope for wildlife viewing. Commitment of two birding trips per month requested during 'birding season' (April through October). Training and equipment provided.

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**Refuge Tour Guide/Naturalist:** Do you have knowledge of the natural world in general, and the

Refuge in particular? Would you enjoy sharing that knowledge with visitors in an enticingly interesting way? People who can weave a good story around scientific fact and can impart information in an easy manner needed to lead Refuge tours. Tours are given either on foot or in vehicle as appropriate to the topic. Refuge van provided. Work schedule will vary – 1 to 4 tours per month during visitor season (April – October).

**Newsletter/Publications Assistant:** Are you a good writer? Do you have an eye for graphic design and/or photography? Volunteers with experience in Microsoft Word and/or Microsoft Publisher softwares needed to assist with writing, photography, layout, printing and distribution of Refuge newsletter and occasional flyers and news releases. Newsletter is published twice a year – Spring and Fall. Flyers and news releases needed for special events throughout the year. This work will be done with the assistance and guidance of Refuge staff.

**If you would like to become a refuge volunteer and assist with any of these duties, contact:**

**Betsy Beneke, Volunteer Coordinator**

**2155 West Forest Street**

**Brigham City UT 84302**

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