



## Guest Program Facilitator

To be considered for the *Guest Program Facilitator* position you must submit an application and resume no later than 4:00pm on Friday March 25, 2011. The job posting will be up on John Ball Zoo's website starting Monday March 7, 2011. You may submit your materials by filling out the online [application](#) and attaching your resume and cover letter to your application.

If you can not submit your materials electronically you may print and complete an application along with your resume and cover letter and mail them to:

John Ball Zoological Society  
Guest Program Facilitator Position  
PO Box 2506  
Grand Rapids, MI 49501-2506 (mailing address)

Or drop off in person to:

1300 W. Fulton NW, Grand Rapids, MI 49504 (physical address)

**Contact:** Eric Teachout, Events & Guest Services Director  
Telephone: (616) 336-4375 E-mail: [eteachout@johnballzoosociety.org](mailto:eteachout@johnballzoosociety.org)  
Contact by: Phone, Mail or E-mail correspondence

**Deadline for application, resume and cover letter: Friday March 25, 2011 by 4:00pm.**

**Starting Date:** May 1, 2011

**End Date:** Sept. 11, 2011 (JBZ will accommodate the overlap for the fall semester)

**Salary / Wage:** \$8.00 per hour      **Location:** John Ball Zoo

**Duties:** Daily interaction with zoo visitors interpreting John Ball Zoo's animals and exhibits. Assist with special events, summer promotions and activities. Help coordinate on-going promotions and public relations activities. Coordinate and assist with weekend events and programming. Facilitate Birthday Parties and assist with After Hours Zoo rental activities. Assist in daily educational programming and visitor services. Employees will be trained to use some of the Zoo's educational animals for events and programs.

**Qualifications:** Friendly, out-going personalities willing to work with all Zoo visitors. Enthusiasm about zoos and conservation, as well as experience with public speaking is a plus. Applicants must be willing to work outside in all types of weather. Applicants must be available to work holidays and weekends as required. Bilingual (Spanish) candidates are strongly encouraged to apply. Training in public relations, education, theatre, business, biology, hospitality-tourism-management, communication or marketing might prove helpful but is not necessary. In addition, at the time of application, applicants must have graduated from High School, or earned their GED.

**Additional Information:** Weekend work and some evenings are required. Please submit application, resume, and cover letter as soon as possible. Please contact us with any questions you may have. The John Ball Zoo Society will be attending Grand Valley State's job fair on March 17<sup>th</sup>, 2011. The John Ball Zoo Society will consider working around Spring and Summer class schedules and will accommodate the overlap for the Fall semesters.