



General Conference 2020
Minneapolis, MN | May 5-15, 2020
www.gc2020welcome.org

Volunteer Position: Airport Shift Leader

Work location: Airport (Terminal 1 or Terminal 2 as assigned)

Position availability: April 27-May 18

Division/department: City services

Job description: A shift leader needs to understand our airport transportation system and feel comfortable assigning volunteer hosts-guides to their duties at the airport. This person keeps the system running and deals with any issues that come up in either Terminal 1 or 2.

Additional duties and notes:

- You can opt to park at Mall of America (East Lot) and ride the Metro Blue Line to the airport to save airport parking fees.
- Able to attend training sessions.
- Able to lead other volunteers in welcoming participants and guiding them to their hotels.
- Able to do a double shift (six hours).
- Set up the base station in the terminal at the start of the day.
- Close the base station at the end of the day.
- Have basic computer and cell phone skills.
- Pass on the terminal phone to the next scheduled shift leader.
- Make adjustments as needed to complete our mission.
- Perform related duties as assigned by supervisor.

Physical requirements: Able to stand and walk for long periods of time and able to lift 50 pounds.

Dress code: Plain, light-colored top that covers shoulders (no logos) and dark bottoms (pants or skirt that's knee-length or longer); volunteer vest provided

General information: Thank you for volunteering with the General Conference 2020 Host Committee! As an ambassador for the Dakotas-Minnesota Area of The United Methodist Church, you are responsible for welcoming and assisting each General Conference visitor. We appreciate your time and talent so that we can provide unprecedented hospitality to all our guests. We represent a neutral presence in all situations when we are serving in a volunteer role; thus, no items promoting any position or advocating for specific legislation will be allowed during the time you are volunteering.