



The **mission** of Lost River Cave, a non-profit organization, is to educate and enrich lives through connections with nature.

Protect ▪ Preserve ▪ Participate

Job Description: Interpretive Boat Tour Guide:

You will be part of the front lines and the face of our organization, we are encouraging charismatic and guest oriented people to apply for this position. This position requires flexible hours including mornings, afternoons, weekends and holidays. Positions are seasonal; however, there are possibilities for year-round work and employment.

Tour Guide Duties:

- With training, operate a tour boat through the cave in a safe and efficient manner.
- Present hourly interpretive tours, to groups of 40 or more, while outdoors and during the boat tour.
- Present educational programs to schools and other groups.
- Work in the Visitor Center handling reservations, running the gift shop cash register, re-stock inventory, and assisting visitors in our Gift Shop while constantly exhibiting a guest service attitude.
- Distribute information and answer guest questions, requiring knowledge of park amenities, history, and events happening on property.
- Assist in maintaining the safety and cleanliness of the property via litter control which may require an employee to collect trash and operate a golf cart.
- Assist with special events.
- Perform housekeeping duties at the end of the day such as cleaning, dusting fixtures, trash collection, and thoroughly cleaning restrooms.
- Other duties will be assigned as necessary, especially during peak visitation days.

Requirements:

- Ability and interest in public speaking.
- High energy level.
- Must be dependable, on time, and able to work in a professional manner.
- Great customer service skills while maintaining a focus on guest experience.
- Ability to multi-task and adapt to a variety of responsibilities.
- Availability during weekends and on major holiday weekends. Vacations and time off requests must be submitted 3 weeks in advance.

Physical Demands:

1. Standing for long periods of time.
2. Physical exertion while occasionally working with maintenance crew.
3. Occasional emergency responses when needed.
4. Walking distances up to 5 miles per day.
5. Bending and lifting items 20-40 lbs.
6. Ability to be in a cave or river for an extended period of time.

Work Environment:

Work is performed in outdoor areas resulting in exposure to seasonal temperatures and weather. Guides will also operate the boat inside the cave. Work will also be performed indoors at the Gift Shop or in the River Birch Meeting Room.

How you will be evaluated:

- Willingness to take the initiative to complete daily tasks while working within a team setting.
- Ability, with proper training, to provide a safe and memorable tour for guests.
- Ability to maintain a strictly timed tour schedule.
- Exhibits charisma and ability to effectively interact with diverse groups, providing an enjoyable experience for guests.

Benefits:

- Starting at \$12/hour.
- Fun and enriching work environment!
- Temporary seasonal employment with possibility of full time employment
- Flexible hours that allow part-time to full-time for up to six months, or less, per year that will accommodate school schedules.
- Direct deposit available.
- Gift Shop merchandise discount of 25%, gift shop food discount of 15%.
- Family members can enjoy a free boat tour

How to Apply:

- Online at lostrivercave.org/employment (include resume)
- Paper applications may be picked up and turned in at Lost River Cave: 2818 Nashville Road, Bowling Green, KY, 42101
- Accurate and up to date resume submitted with application.

Required Documents If Selected:

- Valid forms of required identification
- Voided personal check for direct deposit

Friends of the Lost River, Inc. ▪ 2818 Nashville Road, Bowling Green, Ky 42101
www.lostrivercave.org ▪ 270.393.0077