



Following position available:

Post Date: 10/08/2020

SETON SHRINE

VISITOR EXPERIENCE FACILITATOR: The Seton Shrine is seeking a friendly and hard-working team member to assist in various front-line visitor interactions, primarily helping guests in our Gift Shop and the Information Desk. This will involve helping visitors find products, operating a register, answering phone calls, interact with visitors before, during, and after their visits in a hospitable way. This individual will also operate and manage a software program for general admission and fundraising including handling money, and participation in all safety initiatives. The hours are PRN (as needed) on weekends, with occasional weekdays. The Shrine offers competitive pay and this position offers opportunities for growth.

Knowledge and Experience: The successful candidate will retain or be working towards a high school diploma or equivalent; Bachelor's Degree preferred. Previous experience in retail and/or customer service preferred, but not required. Basic knowledge of Saint Elizabeth Ann Seton and the Catholic Church is a plus. Strong oral communication and interpersonal skills required.

For a full position description or to apply, contact Beth Gilbert, ext. 8020.