



HI-Michigan Volunteer Job Description

Position Title: Mission Based Travel Presenter

Reports To: Volunteer Coordinator

Major Responsibilities:

- Present 2-4 mission-based educational programs, which include World Travel 101, Women Traveling Solo and Travel USA.
- Enrich program content with first-hand travel knowledge and experiences
- Contact venues to give presentations with assistance from the HI-Michigan Volunteer Coordinator
- Assist each venue with publicity for the workshop to be given
- Post-program:
 - Collect and submit evaluations and reports after each program
 - Email participants to offer travel tips, encourage Hostelling International membership and secure missing program evaluations

Desired Qualifications:

- Must embrace travel “the HI Way:” that is respectful, intercultural appreciation and awareness
- Ability to work in a team
- Flexible, creative and goal oriented
- A desire to develop public speaking and presentation skills
- Recent international budget travel experience, especially but not exclusively, with hostels and hostelling
- Commitment to become familiar with standard World Travel 101 program format and content, including: the history and mission of HI-USA, intercultural communication components and budget travel tips
- Complete and submit all reports and evaluations in a timely manner
- Engage and encourage workshop participants to participate in other Hostelling International programs
- Familiarity with presentation software, especially but not exclusively MS PowerPoint

Training and/or Preparation:

- Complete Volunteer Orientation
- Complete Presenter training session
- Thorough knowledge of World Travel 101, Women Traveling Solo and Travel USA Tool Kits
- Successful practice in, or shadowing of, Travel Presenter
- Complete a yearly evaluation

Time Commitment:

- One-year commitment
- Complete Opening Doors/Opening Minds mission-based program training
- 3 hours per program, 2-4 times per year
- 2-4 hours pre-program prep time
- 4 hours email follow-up

Location: Southeastern Michigan

Benefits: Complimentary HI-USA membership, after 3 programs or 50 contact hours or Complimentary HI-USA membership guidebook after 4 programs or 70 contact hours