



Capitol Experience Day Volunteer

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Location: Nebraska State Capitol Building, 1445 K St, Lincoln, NE 68508

Purpose: The Capitol Experience Day (Cap Days) Volunteer will support Cap Day programming by providing additional supervision and assistance where needed to ensure a positive educational experience for all participants.

As our Capitol Experience Day volunteer, you'll get to:

- Familiarize yourself with the Cap Day program, goals and expectations for participants and enforce these instructions throughout the field trip.
- Know the field trip itinerary and ensure participants stay on the assigned schedule and return for departure at the specified time.
- Supervise all participants assigned to you, account for all participants whenever changing locations and be aware of where the participants are at all times.
- Inform the Cap Day Coordinator and/or group leader(s) of any participant(s) leaving the group, with or without permission. Locate separated participants and return with them to the larger group if necessary.
- Monitor the behavior of all participants and provide respectful redirection as needed. If you have difficulty with a specific individual, let the Cap Day Coordinator and/or group leader(s) know so we can assist you.
- Assist with facilitating Cap Day activities as needed
- Work to encourage the involved engagement of all participants, especially those who may need additional help understanding instructions or staying focused during activities
- Assist with loading and unloading of lunches and other activity materials.

- Assist with serving meals and cleanup of each area before moving to a new location.
- Restrict cell phone use during the field trip to Cap Day related communications and emergencies only, respond to Cap Day related communications promptly

Works directly with **Audrey Nance**, Capitol Experience Day Coordinator.

This role might be for you if you have the following skills and experiences:

- Pleasant demeanor, patience, problem-solving ability, dependability
- Excellent communication skills and the ability to relate to people of all ages and backgrounds, comfortable with enforcing rules and appropriate behavior as necessary
- Willingness to listen to new perspectives without judgment or personal input (Civic Nebraska is a non-partisan non-profit organization)
- Interest in Nebraska government and history
- Reliable transportation

Time commitment: Cap Days generally run 3-4 hours, but could be longer or shorter depending on the scheduling needs of the participating group. Some weeks we will have multiple Cap Days, others we may have none. You will be informed of available volunteer opportunities which you can accept or reject based on your own availability.

Support: Training for this position will be provided. The Cap Day Coordinator will also be available for questions and assistance. Volunteers will always be accompanied by a CN staff member and/or participant group leaders.

Dress code: Casual and comfortable for moving around, no pajamas or loungewear.

[Submit your information to volunteer](#)