

# TOVREA CARRARO SOCIETY

## VOLUNTEER PROGRAM

VOLUNTEER AT

TOVREA CASTLE AT CARRARO HEIGHTS




Contact us at 602/267.3848  
[Volunteer@TovreaCarraroSociety.org](mailto:Volunteer@TovreaCarraroSociety.org)



**TOVREA CARRARO SOCIETY**  
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 PHOENIX, AZ 85082  
[www.TovreaCarraroSociety.org](http://www.TovreaCarraroSociety.org)

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**Tovrea Carraro Society Volunteers support all aspects of our mission to operate and manage Tovrea Castle at Carraro Heights, including tours and special events.**

Our programs are designed to educate and enrich Guests on the history and people tied to this historic Phoenix landmark, sharing interesting facts and stories about the Castle, Cactus Gardens and its 44 acres. Volunteer opportunities include Guest Services in the Visitor Center and its Gift Shop, leading guided tours as Certified Docents and Driving Trams during special events.

### TRAINING

Our training program prepares you to volunteer with confidence and consists of formal training and multiple practice sessions. Certified Expert Volunteers work closely with you, helping navigate through the training process by providing tips and best practices on being a successful volunteer.

### PROCESS

- Submit a Completed Volunteer Application\*\*
- Attend a Volunteer Information Session
- Attend a Pre-Training Orientation
- Once Accepted as a Volunteer,\* available for ALL Training Sessions

### Join Us, IF YOU:

- are Enthusiastic and Energetic
- Enjoy Learning
- Have Public Speaking Skills
- Enjoy People
- Can Pass a Background Check

*\*There is a one-time, nonrefundable \$50.00 training fee, due upon acceptance into the program.*

### APPLY

**\*\*[TCS Volunteer Application](#)\*\***

[Volunteer@TovreaCarraroSociety.org](mailto:Volunteer@TovreaCarraroSociety.org)

Tel: 602/267.3848

\*The training fee is used to offset Tovrea Carraro Society's costs including, but not limited to, the background check, liability insurance, materials, shirt and name badge and is nonrefundable.

**VOLUNTEER OPPORTUNITIES** Tovrea Carraro Society is a 501(c)(3) non-profit organization located in Phoenix, AZ. We are entrusted with maintaining the historical integrity of Tovrea Castle at Carraro Heights in partnership with the City of Phoenix. We are proud to share this gem of the desert with the public. This would not be possible without the work of our dedicated volunteers. Below are several ways you can help keep this treasure open for years to come.

## **ABOUT VOLUNTEERING**

A Volunteer Application must be submitted prior to attending a Volunteer Information Session. Once an application is submitted, it will be reviewed and you may be contacted to attend a Volunteer Information Session. After the Session, all potential Volunteers will attend a Pre-Training Session to assist in placement based on skills, interest and availability.

Upon successful completion of the Pre-Training Session and acceptance into the volunteer program all potential Volunteers MUST complete payment of any training fees\* and a background check prior to beginning training and placement.

*Please keep in mind that submitting an application is the first step in a selection process and not all applicants can be accepted into the volunteer program with Tovrea Carraro Society.*

Find the Online Application Here: [TCS Volunteer Application](#)

## **THE VOLUNTEER INFORMATION SESSION**

Tovrea Carraro Society's Volunteer Information Session provides detailed information about volunteering opportunities and answers all of your questions along with meeting members of our dedicated crew of volunteers. The hour-long Session is held periodically throughout the year at the Visitor Center at Tovrea Castle at Carraro Heights.

## **ONGOING VOLUNTEER OPPORTUNITIES\***

- **\*Tour Docent: September-June**

TCS Docents are given extensive, multi-week training leading to the ability to give public tours that share the myth, mystery and history of Tovrea Castle at Carraro Heights. The intensive training process is 6 to 9 months in length and includes mastering the tour script, tram driving, and practice/mock tour sessions prior to being certified and leading public tours. (Applications for this opportunity are due August 1 each year)

- **\*Tram Driver: September-June**

TCS Tram Drivers transport Guests on special event tours around the 44-acre property. Accompanied by TCS Docents, Drivers are specially trained on driving the desert property in our trams. Drivers must have a clean driving record. Training includes passing a written driving test, attend multiple practice driving sessions and pass a behind-the-wheel driving test.

- **\*Guest Services: Visitor Center and its Gift Shop: September-June**

These TCS volunteers are ambassadors who facilitate meaningful experiences for our visitors by welcoming guests and providing information about the area. In addition, they assist guests with purchases in the Gift Shop that support the TCS Mission. Volunteers are trained to use the easy cash register.

- **Cactus Garden Volunteer: September-June**

Volunteer in the Cactus Gardens with our Team on monthly community garden days (Fridays and/or Saturdays) and on other days when needed. There is no volunteer fee to volunteer in the garden. *No need to attend an information session - just sign up for a Volunteer Day at [Garden Day SignUps](#)*

*\*There is a one-time, nonrefundable \$50.00 training fee, due upon acceptance into the program.*

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