



Please Remit Cover Letter & Resume  
By April 19, 2019 to:  
Attn: Dannielle Riley  
2001 44<sup>th</sup> St S  
Fargo, ND 58103  
dannielle@fargomoorhead.org

Position: Travel Ambassador  
Reports To: Visitor Experience Manager

#### POSITION OBJECTIVE & PURPOSE:

Travel Ambassadors are responsible for greeting incoming travelers and assisting with information on Fargo, Moorhead, West Fargo as well as North Dakota, and Minnesota. We are the first people that many travelers meet coming into North Dakota, so it is very important to be enthusiastic about the area and what we have to offer. Because of the large volume of people who come to the Visitor Center, this position requires someone who is energetic and enjoys working in a fast-paced environment with a variety of different people.

Some tasks of the Travel Ambassador position include but are not limited to:

- Greeting travelers and offering information about the area, including:
  - Directional advice
  - Local attractions and things to do
  - Events going on in the Fargo-Moorhead-West Fargo area
- Take pictures of visitors with "The Woodchipper" from the movie Fargo
- Sell and restock merchandise items in our gift shop
- Assist the Event Services department and other full-time staff with various projects
- Keep the Visitor Center clean and well stocked

#### FM CVB MISSION:

The mission of the Fargo-Moorhead Convention & Visitors Bureau is to promote Fargo and West Fargo, North Dakota, as well as Moorhead, Minnesota as a destination for event delegates, sports groups, and other visitors. We do this to enhance the image of Fargo-Moorhead-West Fargo in the minds of travelers and event delegates, as well as contribute to the economic welfare of the community and our states.

#### QUALIFICATIONS:

- Excellent verbal communication skills
- Must be able to read a road map
- Knowledge of the major attractions in the Fargo-Moorhead area
- Have willingness to learn
- Must be able to lift 50 pounds
- Must be willing to train at other visitor information centers in the area

#### SPECIFICATIONS:

- Approximately 35 Hours/week at \$11/hour
- Hours are variable dependent on the time of year, but you must be available some nights and weekends.

#### REQUIREMENTS:

Please submit resume and a cover letter describing what you enjoy most about living in the Fargo area to Dannielle@fargomoorhead.org by April 19, 2019.