

For Immediate Release

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## Volunteers needed to support residents at Harrisonburg City Hall

HARRISONBURG, Va. – Individuals who are interested in supporting their fellow residents and connecting citizens with the services they need are invited to apply for a Volunteer position at Harrisonburg City Hall.

Volunteers will help run the City Hall information desk during business hours. They will greet visitors, listen to their needs and direct them to the right location in City Hall. Volunteers at the help desk also will answer incoming calls and direct callers to the proper department for service.



*(Above) Harrisonburg City Hall. Volunteers will support visitors to the building as well as residents who call for service.*

Interested applicants must be at least 18 years old to qualify, and should be interested in providing at least one year of service. Regular, reliable attendance is necessary.

“Our volunteers play a key role in helping connect residents with the services offered at City Hall,” Harrisonburg Director of Communications Michael Parks said. “Anyone interested in making those connections while learning more about how Harrisonburg City government operates should consider applying for one of these positions.”

All volunteers will be required to attend a training which will include an overview of each city department and constitutional offices, common questions and other helpful resources, and instructions on using the phone system. The training is approximately three hours. Additional training will be held the first day of volunteering.

The volunteer desk will have the same operating hours as City Hall, 8 a.m. to 5 p.m., Monday through Friday, except City-recognized holidays. Volunteers will be asked to work four and a half hour shifts at least once a week.

More information, and an application to serve as a volunteer, is available at the City's website at [www.harrisonburgva.gov/volunteer-program](http://www.harrisonburgva.gov/volunteer-program). Those interested also can contact City Clerk Pamela Ulmer at 540-432-7701.

*The City of Harrisonburg is centrally located in the Shenandoah Valley of Virginia. It is home to approximately 54,000 people. More information about the City of Harrisonburg is available online at [www.HarrisonburgVA.gov](http://www.HarrisonburgVA.gov).*



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