



## *Volunteer Position Description*

**Position Title:** Docent

**Description of Project/Purpose of Assignment:** The Docent/Tour Guide serves as the liaison between visitors and Riddick's Folly, interpreting static exhibits and displays to humanize and personalize the visitor's experience at Riddick's Folly.

**Outline of Volunteer's Responsibilities or Tasks:** The Docent/Tour Guide will greet visitors as they arrive at Riddick's Folly, and handle their admission fees as needed. The Docent/Tour Guide will provide a guided tour to the visitors of each room open to the public within the guidelines of one of Riddick's Folly's standard tours. The Docent/Tour Guide will answer visitors' questions.

**Training and Support Plan:** The Docent/Tour Guide will receive a guided tour from an experienced staff member during his/her Orientation and Training Session. Additionally, the Docent/Tour Guide will receive a written outline for the guided tour with the understanding that it is to be used as a guide for giving a tour, but not necessarily a script.

**Time Commitment:** The Docent/Tour Guide will be expected to complete a minimum of three hours per month of service. The Docent/Tour Guide's shift must be scheduled as a regular shift (i.e., the third Thursday of every month from 1:00 pm to 5:00 pm) to allow for planning by Riddick's Folly staff.

**Qualifications Needed:** Enjoy working with and talking to people. The ability to learn from spoken or written materials. The ability to climb stairs several times a day.

**Benefits:** 10% discount in The Folly Gift Shop, free admission to Riddick's Folly for immediate family, subscription to Riddick's Folly's quarterly newsletter, and other benefits as outlined in the Riddick's Folly Volunteer Handbook.

For more information, please contact the museum.

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