

VOLUNTEER JOB DESCRIPTION

HIGH DESERT MUSEUM

POSITION

JOB TITLE:	Living History Volunteer Interpreter	DIRECT SUPPORTS:	Senior Living History Interpreter
DEPARTMENT:	Education	DIRECTLY SUPPORTS:	Living History Interpreters

Commented [JG1]: @Jacquelyn Coleman I notice that this is exactly the same as who they directly support. Maybe we just add "volunteer" somewhere in this title?

VOLUNTEER JOB SUMMARY

Living History Interpreter is dedicated to bringing to life the people of the late 1880's through the 1930s of the High Desert at the 1904 ranch or the scenes of the Spirit of the West gallery. Living History involves donning period costumes and portraying historical characters in 1st and 3rd person interpretation, and who can demonstrate historically significant crafts or technological skills. Interpreters have experience engaging with museum visitors and conducting interpretation as a living history docent. The interpreter is comfortable with donning a period costume, learning period skills such as blacksmithing, cooking on a cast iron stove, gardening, crafting, etc. The interpreter supports living history special programming and events. Interpreters will also support staff with set-up, clean-up, and overall safety.

ESSENTIAL FUNCTIONS (in order of priority with the percentage of time spent on each)

75%	Onsite Interpretation <ul style="list-style-type: none">• Welcome general visitors and communicate options they have for their visit.• Share and discuss the history of the HDM's site to which they are appointed with visitors and respond to questions.• Support the living history staff by engaging visitors at the 1904 ranch and providing a safety presence to the collection and exhibits.• Using inclusive language for a wide, diverse museum audience.
20%	Research/Training <ul style="list-style-type: none">• Read relevant High Desert publications and training materials to aid development of knowledge about the High Desert sites and their history.• Follow direction of the Senior Living History Interpreter regarding the content and structure of interpretive spaces, modifying content when interpretation information changes.• Ask for guidance of staff interpreters when needed.• Attend and participate in trainings.
5%	Additional Duties <ul style="list-style-type: none">• Computer use and tracking hours in the galaxy system• Contribute to and support the Museum's DEAI initiatives• Assist with museum-wide events, such as Free Days, fundraising gala, etc.• Other duties as assigned

Commented [JG2]: @Jacquelyn Coleman This reads the same as the docent. It should include more of the portraying of characters in period costume from the paragraph above.

QUALIFICATIONS

EDUCATION/
CERTIFICATIONS

- Theatre degree/background a plus
- History degree/background a plus

EXPERIENCE

- Previous experience in a related role a plus
- Theatrical experience a plus
- Historical skills/trades a plus

Commented [JG3]: @Jacquelyn Coleman Don't we want them to also to have been docents for a period of time prior?

SKILLS/
ABILITIES

- Willingness to talk with visitors
- Flexibility for various types of weather conditions
- Ability to portray historical characters and wear period costumes
- Ability utilize 1st and 3rd person interpretation
- All volunteers are required to complete induction training and a site visit prior to beginning their volunteer role. Volunteers will gain an understanding of HDM's mission and goals to become a valuable representative of HDM.
- From time-to-time Museum Volunteers will be required to acquire new skills in order to fulfill their role. Volunteers are expected to show a willingness to participate in any training and learning that supports the provision of new skills & knowledge.
- Self-sufficient
- This position is public facing and involves public speaking.

PHYSICAL
ELEMENTS

- This position involves extended periods of sitting or standing in outdoor and indoor exhibit spaces.

EQUIPMENT
USE

- Computer use

ACKNOWLEDGMENT

I acknowledge that I have read and understand the above volunteer job description in its entirety and am capable of performing all of the stated requirements.

Employee Name _____

Signature _____

Date _____