

Historical Interpreter Position Description

Title: Historical Interpreter (Docent or Tour Guide)

Function: leads guests through Noah Webster's childhood home, making connections to Webster's life and legacy

Primary responsibilities:

- Provide accurate tours of the Noah Webster House
- Schedule work shifts one month in advance
- Report for duty as scheduled
- Communicate with staff member on duty if unable to work shift
- Attend training sessions and continuing education sessions

Other responsibilities many include:

- Helping with museum mailing and other jobs during shift, if desired

Qualifications:

- Strong communication and interpersonal skills, including speaking to up to 12 visitors at once
- Ability to complete up to 18 hours of position-specific training
- Exhibit professional manner and dress at all times
- Ability to work as a team player; uphold the mission of the Museum; abide by the stated rules, regulations and procedures of the Museum
- Ability to be on feet for up to three hours at a time and navigate historic house stairs
- Enjoy working with people
- Reliable
- Customer service experience is a plus
- Must be at least 16 years of age. If you are younger, please apply as a child-parent volunteer pair.

Time required:

- Must be available at least three hours per month (one shift) to receive full benefits.

The Museum is currently open every day from 1-4 p.m. The museum is always closed on major holidays and the first five weekdays of January.

Training: Training will provide interpreters with basic information needed to give tours of the house. This will include 6 hours of training within the museum, as well as 10-12 hours of at-home reading.

Benefits: 10% discount in museum shop; Museum member rate on Noah Webster House programs; invitation to volunteer parties and trips; use of museum library and microfilm collection. Access to free passes to select local museums.