



Prospective Museum Guide Job Description

JOB SUMMARY

Historic Deerfield Prospective Guides join a training course designed to prepare them to become Museum Guides at Historic Deerfield. Prospective Guides are staff members in the Department of Museum Education and Interpretation. The department head is the Director of Museum Education & Interpretation, and Prospective Guides report directly to the Visitor Services Manager. Upon completion of the Prospective Guides Training Course, further employment is contingent on successfully passing a test to guide at one historic house. This test must be taken within three months of the completion of the initial course.

CORE DUTIES

- Attend all required classroom teaching sessions scheduled by Historic Deerfield.
- Complete all required reading and study assignments.
- Work with a Lead Guide, in a time and manner convenient to both parties, to prepare to take the guiding test on an historic house.

A Prospective Guide's training includes uncompensated, self-directed individual study outside of scheduled on-site hours.

KNOWLEDGE, SKILLS, AND ABILITIES

- High School diploma or equivalent required.
- Interest in American and New England history, decorative arts, and material culture.
- Ability to learn new information quickly.

PHYSICAL REQUIREMENTS

- Ability to work outside.
- Ability to stand for more than thirty minutes without sitting down, go up and down stairs several times a day.
- Frequently stand/walk, sit, use a telephone, and grasp lightly/fine manipulation.
- Occasionally twist/bend/stoop/squat, reach/work above shoulders, grasp forcefully, writing by hand, sort/file paperwork.

* Consistent with its obligations under the law, the Museum will provide reasonable accommodation to any employee with a disability who requires accommodation to perform the essential functions of their job.

WORKING CONDITIONS

- Work is performed both in an office environment and outdoors.