



Job Title: Docent Lead

Department: Education, Programs, and Outreach (EPO) Department

Reports to: Manager of Education Programs

History saved and preserved is the foundation for strong, vibrant communities and future generations. The Detroit Historical Society's mission is to tell Detroit's stories and why they matter. Founded in 1921, the Society has been bringing together diverse voices and communities around the stories -- of the city and its region -- to find their place in the present and inspire the future for almost 100 years. Located in Detroit's cultural district, The Society administers and develops exhibitions and programming for the Detroit Historical Museum and Dossin Great Lakes Museum. The team cares for more than 250,000 artifacts in its collection, relying upon a staff of over 50 individuals to help bring Detroit's stories to life.

Are you someone who is flexible, with the ability to adjust to new situations? Are you looking to connect with a diverse range of audiences? Then the Detroit Historical Society is looking for you!

Docent Leads are the educators for the Detroit Historical Society; they teach our student groups, pre-K to university. They lead group tours of our special exhibitions and permanent collections at both the Dossin Great Lakes Museum on Belle Isle and the Detroit Historical Museum in Midtown. Through discussion and exploration of the galleries, Docent Leads provide our visitors with best-in-class visitor experiences at both of our museums!

This is a part time position (up to 25 hours per week) reporting to the Manager of Education Programs. Programs and tours are typically offered at 10:00am, 12:30pm and 2:00pm on weekdays and weekends, with some evening and weekend work required.

Primary Responsibilities

- Inspire students grades 3rd-12th with exciting, hands-on, curriculum-based programming that explores the growth and expansion of the city of Detroit;
- Lead engaging and interactive guided museum tours for adult and mixed age groups, helping visitors gain insight into the topics and themes featured in the museum's permanent galleries;
- Greet and welcome tour groups upon their arrival at the museums;
- Facilitate workshops at both the Detroit Historical Museum and the Dossin Great Lakes Museum;
- Conduct special and VIP tours of the museums, as needed;



- Engage diverse audiences, providing high quality customer service experience to visitors of many backgrounds;
- Provide tour and workshop support;
- Assist other team members with tour group confirmations;
- Be comfortable working while standing and walking frequently

Qualifications

- Must be age 18 or older and have a high school diploma
- Exceptional communication skills
- Public speaking experience and/or ability to speak comfortably before groups of people is required
- Must be cheerful, team-spirited, organized, detail-oriented and efficient, while remaining flexible in an ever-evolving work environment
- Knowledge of Detroit and regional history is preferred, but not required

Please submit resume and cover letter to the Manager of Education Programs at breeb@detroithistorical.org no later than September 12th, 2019. Please, no phone calls.

About DHS:

Stop working and start innovating! This is your opportunity to join a national leader in museum services. The Detroit Historical Society has a 100-year legacy of telling Detroit's stories and why they matter. Most recently, with the 50-year anniversary of the summer of 1967, DHS sought to commemorate the traumatic riots with a sensitive and inclusive narrative. Rather than just create an exhibition, DHS shepherded a community-wide collaborative project. *Detroit 67: Looking Back to Move Forward* captured the story and proved that the Detroit Historical Society is a safe place to convene for difficult conversations.

DHS is an Equal Opportunity Employer and we encourage a diverse pool of candidates to apply.