

Anderson Island Historical Society Docent Team Job Description

Role of the Docent:

- Welcome and introduce visitors to the Johnson Farm
- Share background and history of Anderson Island and the Johnson Farm with visitors
- Be familiar and conversant with additional Johnson Farm buildings
- Share a love of our historical Johnson Farm and island
- Be unbiased with Johnson Farm visitors. Make their visit to the farm a positive experience.

Responsibilities of a Docent:

- Join or maintain membership in the Anderson Island Historical Society
- Attend one or more 2-hour, 2-part docent training sessions yearly
- Plan to attend occasional docent meetings and/or future trainings
- Commit to at least one 4-hour shift per month-currently 10:00 -2:00 (Sat.) and 12:00 – 3:00 (Sun.) either in-person or “On call”
- Initially, “shadow” one or more docents before volunteering on your own
- Engage in an effort to educate yourself with island and Johnson farm history via available resources found in the Handbook
- Follow opening procedures for assigned farm building, as detailed in the Docent Handbook
- Welcome visitors and guide them to an enjoyable museum experience
- Invite visitors to sign guest book before departure (in non-Covid-19 time)- our only source for statistics. Please tally, if no guestbook
- Report to curators, Mary Rabe or Rick Anderson, any issues with farm house and contents or “Island History Museum” (AB) respectively.
- Offer the AB Museum tablets to visitors for greater insight, clarity and understanding.
- Need a sub? We suggest a trade with another docent for their volunteer days-you will have a Docent Roster with contact info.
- Open and close your venue, follow directions in Handbook
- Share the love of our island and our historic farm

Benefits for Docents:

- Complimentary 1st year AIHS membership (if new membership) and discount at the Museum store

Qualifications for Docents:

- Male or female, 18 or older
- Enjoy and are comfortable meeting and visiting with people
- Desire to learn more about Anderson island history, culture, and the Johnson Farm
- Reliable and punctual
- Outgoing and enthusiastic

Training for Docents:

- Individual and group trainings
 - Personal time to study AIHS materials and related books (island and local history) from the resource list in the Docent Handbook
 - Docents-in-training “shadow” experienced docents until comfortable with process and responsibility
-