VOLUNTEER JOB TITLE: Docent

IF INTERESTED:
Contact Abbie Smith, Director of Education & Interpretation

PLACE OF WORK:
Boyce Thompson Arboretum

JOB DESCRIPTION:
Garden Docents share desert knowledge with visitors and transform the visitor experience into one of discovery and connection. Docents provide themed guided visitor tours, talks and staff Discovery Stations in the Arboretum

QUALIFICATIONS:
• Active BTA member and volunteer status as outlined in the Volunteer Handbook
• Genuine love of people
• Able to work outdoors and tolerate weather conditions
• Visual and hearing acuity
• Able to speak with a strong & confident voice and deliver an organized, clear, and engaging presentation/tour
• Committed to learning and communicating accurate facts and interpretive information to BTA guests
• Able to represent the Arboretum in a professional and courteous manner with excellent guest service skills
• Committed to providing a positive guest experience & avoiding discussion of political, religious, or other inappropriate topics
• Committed to teamwork and communication with staff, docents and other volunteers

TRAINING REQUIREMENTS:
• Docent Training – 58 + hours
  Docent Course – 40 hours
  Homework and practice – approx. 10 hours
  Garden familiarization – approx. 8 hours
• Materials fee $50
• Textbook – *A Natural History of the Sonoran Desert* (purchase optional)

TIME COMMITMENT:
• At least three 4 hour shifts per month – Oct through May

COMMITMENTS/RESPONSIBILITIES:
During your shift -
• Wear program designated uniform.
• Give one 45- 60-minute themed visitor tour or talk.
• When not giving tour or talk, time will be spent actively engaged with visitors
• Record hours and other statistics as requested (guest counts, etc)

Monthly -
• Read/Watch/Attend monthly Docent Team Meeting

Annually –
• Attend season Kick-Off meeting
• 3 hours of professional development classes