



International Surfing Museum
Huntington Beach
525 Main Street
internationalsurfmuseumhb@gmail.com

Job Description:

Museum Docent & Storyteller (Full Time/Part-Time)

Museum Docent Intern/Volunteer

Organization: Huntington Beach International Surfing Museum

Reports to: Curator & Administrator/Programs Manager

Classification: Part-Time (10–25 hours/week, including weekends)

Full-Time (35 hours/week, including weekends)

Salary: \$20–\$25/hr

Museum Docent Intern-Part-Time (10–25 hours/week)

Salary: Non Paying Internship to begin

Role Summary

Are you passionate about the ocean, the evolution of surf culture, and the hidden history of our coastline? We are seeking dynamic, outgoing students (High School or College) to serve as the voice of the International Surfing Museum. As a Docent, you won't just stand in a gallery; you will bring the history of surfing and local culture to life through engaging tours, social media storytelling, and hands-on demonstrations. In this role you will also be working the museum gift shop and cash register.

Core Duties & Responsibilities

1. Interactive Tours & Storytelling (60%)

- **Lead Guided Tours:** Facilitate 20–30 minute "Deep Dives" into specific exhibits (e.g., "Surfing's Timeline" or "The Birth of Professional Surfing").
- **Active Engagement:** Instead of waiting to be asked, proactively approach visitors with "Did you know?" facts and engaging questions.
- **Youth Education:** Lead school field trip groups, translating complex history into concepts that resonate with K-12 students.

2. Digital Advocacy & Social Media (15%)

- **Content Creation:** Partner with the Administrator to film "Artifact Minutes" (short Reels/TikToks) showcasing specific items in the collection.
- **Trend Spotting:** Help the Curator identify current surf/cultural trends that can be tied to future and current exhibits.

3. Visitor Services & Operations (15%)

- **Welcome Desk:** Greet visitors, process admissions, and provide a high-energy introduction to the museum's layout.
- **Retail/Gift shop:** Get to know the gift shop and artist corner inventory. Learn to operate point of sale register. Handle cash and credit cards responsibly.
- **Membership Pitch:** Explain the value of museum membership to visitors, contributing directly to the museum's funding growth goals.

4. Exhibit Maintenance (10%)

- **Gallery Readiness:** Ensure all interactive elements are working and the galleries are clean and presentable.
- **Reporting:** Alert the Curator to any visitor feedback or issues with the artifacts.

Requirements & Qualifications

- **Interests:** A genuine love for surfing, ocean environment, and cultural anthropology. You don't need to be a pro surfer, but you should know your *fins* from your *stringers*.
- **Communication:** Basic speaking skills. You should be comfortable talking to anyone from a 5-year-old to a major donor.
- **Academic Standing:** Currently enrolled in High School or College (3.0 GPA or higher preferred).
- **Schedule:** Must be available to work weekends and occasional "After Hours" evening events.

Training & Perks

- **Curatorial Mentorship:** Work directly with our Curator to learn professional museum handling and archival techniques (great for resumes).
- **Networking:** Meet local historians, pro surfers, and community leaders.
- **Skill Building:** Develop elite-level public speaking and "sales" skills that apply to any future career.

Why This Role Matters

The Docent is the key to the guest relations and educational pillars of ISM.

The Goal	The Docent's Role
Increase Membership	By providing a "wow" tour, you make the visitor <i>want</i> to belong.
Boost Gift Shop Sales	Mentioning a book or a shirt related to the tour topic drives retail revenue.
Social Proof	Great docents lead to 5-star TripAdvisor/Yelp reviews, which drives tourism.