



Presidio Trust

VOLUNTEER OPPORTUNITY

Heritage Program Docent

Position Overview

Do you have a passion for the natural and cultural heritage of the Presidio and San Francisco? Would you like to have the opportunity to share this knowledge with the public? Our docent training program will equip you with the skills you need to welcome visitors and answer questions about the historic Officers' Club, Heritage Gallery, and archaeological site located on the Main Post. It will also allow you to staff musical events, talks, and other public programming at the Officers' Club. As a volunteer docent, you will serve as an ambassador for the entire Presidio, helping to encourage the public to explore this unique national park.

Responsibilities

- Welcome the public to the Officers' Club
- Answer questions about the Presidio, the Heritage Program, the Presidio Trust, and the Golden Gate National Recreation Area
- Interact with the public in a professional, friendly, informative manner that represents the Presidio Trust in a positive way
- Use tablet technology to enhance visitor experience
- Orient visitors to the Presidio and give them tools to discover the park

Commitment Expected

- Staff a minimum of two 3-hour shifts per month for one year; weekdays and weekends available
- Attend initial training program and quarterly trainings
- Attend two public programs at the Officers' Club each 3-month season

Required

- Excellent interpersonal, public speaking, and communication skills
- Ability to interact with the public in a professional, friendly, informative manner that represents the Presidio Trust in a positive way
- Attendance at trainings – both the initial training and follow-up quarterly trainings
- Ability to stand and walk for the duration of your volunteer shift
- Willingness to wear Presidio Trust volunteer attire, including a vest and nametag
- Access to email and a computer for communication and to access online training materials
- Ability to search the internet

Training

Docents will be provided with a series of initial training sessions. These meet once per week, typically on Wednesday evenings, for seven weeks. After successfully completing this training, work as a docent can begin. Required quarterly trainings and other optional educational opportunities will also be provided. The training program covers a range of subjects including Presidio and San Francisco Bay Area heritage; general Presidio information; historical, archaeological and environmental interpretation; and public engagement techniques. Training sessions will be structured through a combination of exhibit-based learning, lectures, discussions, videos, and background reading. Resource materials will be provided.

Upcoming Education Session

We are currently recruiting volunteers for 2016. The next docent education session will be in the Fall of 2016. More information will be provided as the dates are scheduled.

Why Apply

- Make new friends and join a team that shares similar interests
- Represent the Presidio by helping local, national and international visitors understand and enjoy the park
- Support your national park
- Deepen your knowledge of local history
- Attend docent gatherings and educational field trips to socialize with other docents and enhance your understanding of museum exhibits and historical sites
- Learn more about the park and its vast array of resources for public use
- Improve your health by being active
- Have access to free Park Academy classes

To Apply

Go to www.presidio.gov/docents and fill out and submit the online Heritage Program Docent application.

Questions?

Send an email to volunteer@presidiotrust.gov