

## **Tour Guide (part-time), Old Alabama Town, job description approved 7/2/2019**

**Tour Guide** is a professional position involving responsibilities for visitor relations, security and interpretation of the historic buildings at Old Alabama Town. This position reports to the Curator of Education through the Education Coordinator.

### **RESPONSIBILITIES:**

Greets visitors and presents OAT's Museum Manners at the start of tour  
Responsible for getting group across a busy street while obeying all traffic laws  
Maintains all safety and security procedures within the museum blocks  
Provides OAT-approved interpretation of the historic buildings to visitors in the group  
Directs visitors to other parts of the site and other attractions if asked  
Participate in annual and ongoing training to build professional knowledge in historical content, interpretive techniques, and educational theory  
Reports any operational or maintenance problems to the Curator of Education or Education Coordinator.

### **KNOWLEDGE, SKILLS, AND ABILITIES:**

Skilled at verbal communications with visitors, staff, volunteers, and community  
Ability to interpret historical collections and to communicate knowledge relevant to the collections in a manner that is understandable to the general public  
Knowledge of and/or ability to learn about Alabama history  
Knowledge of and/or ability to learn about various types of Alabama architecture  
Ability to cooperate fully with other staff, volunteers, and visitors  
Ability to be punctual for working hours  
Ability to walk upstairs and stand for lengths of time  
Ability to be outside during the year  
Ability to be available (upon reasonable request) for special events and after-hours activities

### **PREFERRED QUALIFICATIONS**

Classroom teacher or other experience working with children (all ages)  
Experience with public speaking

Applicants offered employment are subject to passing a background check as a condition of employment.

For more information or to apply, contact [jobs@landmarksfoundation.com](mailto:jobs@landmarksfoundation.com)