



Museum Interpreter Job Description

Category: Part-time, Seasonal (May through October)

Pay Type: Hourly

Pay: Starting \$17.50/hour

Schedule: Flexible (2-5 shifts per week), some weekend shifts required

Direct Supervisor: Curator & Director of Preservation

Description:

Museum Interpreters are a critical part of the Castle in the Clouds team responsible for providing a safe, enjoyable, and rewarding experience for all museum visitors. Museum Interpreters serve as ambassadors to the public, orienting and communicating historic content to guests. Additionally, Museum Interpreters provide an important service in keeping the house museum and its collections secure while open to the public.

Qualifications:

Excellent communication abilities, a positive attitude, a commitment to the educational mission of Castle in the Clouds, and a desire to work with the public. An interest in history, architecture, and/or decorative arts. Prior knowledge of the Lucknow estate and Plant family are not required, but a prospective Museum Interpreter should have a desire and willingness to learn (training will be provided) with the goal of communicating that history accurately and effectively to visitors. A friendly demeanor and the ability to work as part of a team. Public speaking experience is a plus. Education experience or historic site experience preferred, but not necessary.

Essential Duties and Responsibilities include but are not limited to:

- Greet groups of visitors and launch a video orientation, or:
 - Following an approved script, deliver a brief orientation presentation for groups of visitors, providing information about the house museum and the estate's history.
- Act as a Museum Interpreter at stations throughout the house museum, as directed by the Floor Manager.
- Lead guided tours, as directed by the Curator.
- Communicate effectively and pleasantly with visitors: greeting them, providing guidance and orientation, and directing them to interpretive resources (labels and other printed interpretive materials).
- Work effectively as part of an interpretive team with other Museum Interpreters, both paid and volunteer.
- Assist with sanitizing high-touch surfaces in accordance with museum protocols.
- Occasional assistance greeting and orienting tour groups as they arrive on property.
- Attend paid interpretive trainings and workshops and complete assigned readings during training period.
- Arrive on time for shifts; arrange for a substitute Museum Interpreters in advance in the event of a planned absence.
- Other duties as requested by supervising staff.

To Apply:

Interested applicants should submit a resume and cover letter via email or standard mail to:

curator@castleinthecLOUDS.org

or Castle in the Clouds
Attn: Curator
PO Box 687
Moultonborough, NH 03254