

**GUNN MUSEUM**  
**Position Specification**

**VOLUNTEER POSITION:** Museum Docent

**REPORTS TO:** Stephen Bartkus

**GENERAL FUNCTION:**

Docents support the Museum's collections and exhibitions by assisting visitors in the exhibition and giving highlights tours. Over the years, thousands of visitors - from local and regional communities, across the nation and other parts of the world have benefitted from docent-led activities. The program is designed to offer all visitors an exciting and engaging experience that stimulates conversation, promotes an appreciation of Washington Connecticut's history and deepens their understanding of what it means to be an American.

**LOCATION:** Gunn Museum, 5 Wykeham Rd., Washington CT 06793

**SPECIFIC DUTIES:**

- Welcomes visitors to the Museum
- Guides and teaches visitors on tours of the Museum
- Serves as an interpreter of the Museum's exhibitions
- Answers questions about the objects in the Museum
- Assists in preserving the collections by providing auxiliary security

**DESIRED ATTRIBUTES:**

- A genuine interest in people of all ages
- Strong interpersonal and communication skills
- An attitude of tolerance and respect for all people's points of view
- An interest in American History and excitement about learning and teaching
- Attention to detail and accuracy
- A sense of flexibility and cooperation

**LENGTH OF APPOINTMENT:**

- One year

**TIME COMMITMENT:**

- Museum hours are Thursday, Friday and Saturday from 10 AM to 4 PM. We expect docents to work a few hours per week during open hours.
- Attend training sessions as required

**BENEFITS OF POSITION:**

- Be part of a larger group that promotes the Gunn Memorial Library and Museum
- Opportunity to expand one's knowledge of local history
- Training and satisfaction gained from developing one's individual tour
- Letters of recommendation for students for Community Service
- Receipt of our semi-annual newsletter, The Washington Chronicles and our annual historical calendar

**THE MUSEUM:**

The mission of the Gunn Historical Museum is to collect, preserve, and share the objects and stories which illuminate the history of Washington. Our beginnings date back to 1899 when the local chapter of the Daughters of the American Revolution opened the Judea Historical Room in a house on the Green. When the Gunn Memorial Library was built in 1908 the collection was moved across the street into the lower level of the library. In 1965 June Willis bequeathed her house to the library and the museum moved next door. Today, the museum is still a neighbor to the Gunn Memorial Library and continues with its mission to document the history of Washington.

If interested, please contact Stephen Bartkus, Curator of the Gunn Museum at [curator@gunnhistoricalmuseum.org](mailto:curator@gunnhistoricalmuseum.org) or by phone at (860) 868-7756. For additional information on the Gunn Memorial Library & Museum, please visit our website at <https://www.gunnlibrary.org>.

**We can't do without you. Thank you for considering our team!**

The Gunn Museum is an equal opportunity employer. All applications will be considered without attention to race, color, religion, sex, sexual orientation, gender identity, national identity, or veteran.