

VOLUNTEER POSITION DESCRIPTION

POSITION TITLE Special Event Volunteer Interpreter
DEPARTMENT Historic Sites, Historic Fort Snelling/Sibley House Historic Site

POSITION SUMMARY

To provide excellent customer service and high-quality public history interpretation for the purpose of educating and entertaining visitors of all ages to Historic Fort Snelling/Sibley House Historic Site.

RESPONSIBILITIES

1. Greet, orient and assist visitors with information relating to the historical time period being portrayed.
2. Perform a variety of activities appropriate to the historical period being portrayed, such as foodways, textile production, period clothing, domestic activities, and various military activities such as drills, guard mount, camp-related activities, etc.
3. Maintain all tools, campsites, and equipment to facilitate *safe* public access.
4. Provide *safe* and historically accurate demonstrations at the time and place listed in the event program.
5. Work in period dress appropriate and accurate to the time period being portrayed.
6. Offer assistance, as appropriate, to persons who may have special needs, i.e. wheelchair access, frail persons and children, persons from other countries, and reports safety suggestions to the volunteer supervisor.
7. Follow event guidelines for weapons and campsites and other directions from HFS staff
8. Adhere to all HFS and Minnesota Historical Society policies

QUALIFICATIONS

- Friendly, outgoing, customer service-orientated.
- Enjoy meeting people and dealing with the public.
- Physical stamina to work on feet for up to 4 hours, including outdoor assignments.
- Strong verbal communication skills.
- Is comfortable in an environment that might require flexibility and adaptability.
- Require minimum direct supervision.
- Comfortable dealing with large groups of visitors.
- Ability to handle multiple tasks, if needed.
- Willingness to learn necessary program and orientation information to answer basic visitor questions.
- Must provide own approved period dress, equipment and accessories.

TRAINING REQUIRED

- Volunteers will be given a briefing the day of the event.
- Participate in training offered by HFS as available.

DRESS CODE

Appropriate to event and time period being represented.

TIME COMMITMENT

Must commit to entire event.

SUPERVISOR

Unit Commander or Group Leader; Kevin Maijala, HFS Program Manager, 612-970-2841

