



# LancasterHistory

## LancasterHistory – Museum Educator Volunteer

Volunteer Museum Educators enjoy working with children, ages 7 through 14, and possess a curiosity about history, particularly Lancaster's history from as early as the start of the 18<sup>th</sup> century through the late 20<sup>th</sup> century.

**Supervisor(s):** Mabel Meigs Rosenheck, Ph.D., Director of Education & Exhibition Planning, and Patrick Clarke, Director of James Buchanan's Wheatland

### **General Responsibilities:**

- Conduct museum education programs and workshops professionally for students, teachers, and chaperones; and
- Attend scheduled trainings and other informational sessions conducted by LancasterHistory staff.

### **Required Skills:**

- Passion and curiosity for history;
- Responsible, dependable, and motivated; and
- Excellent visitor engagement, oral communication, and interpersonal skills.

### **Essential Functions:**

- Possesses the ability to communicate with 5 up to 10 or more program participants;
- Must be able to remain in a stationary position and move about a museum classroom space or the interior and exterior grounds at the Wheatland historic site;
- Must be able to ascend and descend stairs at the Wheatland historic site;
- Must have reliable transportation to and from LancasterHistory's Campus of History;
- Must have reliable methods of communication (phone, email, etc...); and
- Must be able to commit to **at least 4 hours** of volunteering per month.

### **Desired, But Not Required, Skills:**

- Bilingual (ex.: Spanish, Chinese, ASL, etc...)
- Previous experience working or volunteering at/in/with a historic site, museum, or educational institution.

Volunteers applying as a Museum Educator must be 16 years or older.

Volunteer hours for this position are available Mondays – Saturdays from 9am – 2pm year round. Please note there will be more student education program activity occurring in the spring and fall seasons.

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This is a volunteer position with no monetary compensation or benefits. Volunteers do enjoy a 20% discount on purchases made at The Museum Store, invitations to events and socials, and free or reduced admission to programs and events (as applicable) at LancasterHistory.

A background check (volunteer clearance) is a condition of volunteering. Acceptance into the volunteer program is contingent upon a successful background check (completion of volunteer clearances). Volunteers must follow LancasterHistory's current COVID-19 Health & Safety protocols. These protocols are available to consult online at <https://www.lancasterhistory.org/visit/visitor-covid-guidelines>.

Training is provided for accepted applicants. LancasterHistory staff will provide historical content training, as well as best practices for navigating groups through and around historic artifacts at the Wheatland historic site and LancasterHistory exhibitions. This training will prepare Museum Educators on how to best present inquiry-based education programs and the historically rich stories of Lancaster County, as well as biographical histories that include Esther Parker, James Buchanan, Lydia Hamilton Smith, Thaddeus Stevens, and many others. Volunteers will receive articles and books to read and they will be scheduled to shadow other Museum Educators as part of their training.

## **How to Apply:**

Those interested in volunteering for this opportunity should complete a volunteer application online or on paper. Paper applications should be submitted to:

LancasterHistory  
ATTN: Dr. Mabel M. Rosenheck  
230 North President Avenue  
Lancaster, PA 17603

The submission of an application does not guarantee acceptance. Volunteer interviews may be conducted using a combination of in-person or virtual interviews. Please allow 2-4 weeks for LancasterHistory to process your application.

Questions or concerns about this position may be directed to Patrick Clarke at (717) 392-4633, ext. 127 or [patrick.clarke@lancasterhistory.org](mailto:patrick.clarke@lancasterhistory.org), or to Mabel Meigs Rosenheck, Ph.D. at (717) 392-4633, ext. 137 or [mabel.rosenheck@lancasterhistory.org](mailto:mabel.rosenheck@lancasterhistory.org)

LancasterHistory is committed to diversity, equity, and inclusion. Our Non-Discrimination Policy is available online at <https://www.lancasterhistory.org/nondiscrimination-policy>.