



LancasterHistory

Wheatland History Tour Guide

Tour guides are passionate about sharing history and are great story-tellers. Wheatland's tour guides conduct tours of President James Buchanan's Wheatland for the public and other organizational stakeholders, typically in 1860 period fashions provided by LancasterHistory. In addition, tour guides may participate in special subject tours during the main tour season and Yuletide tours during Yuletide at Wheatland.

Supervisor(s): Patrick Clarke, Director of James Buchanan's Wheatland, and Stephanie Celiberti, Museum Associate

General Responsibilities:

- Conduct history tours of President James Buchanan's Wheatland in a professional manner for the public and other organizational stakeholders, such as staff and special guests; and
- Attend scheduled trainings and other informational sessions conducted by LancasterHistory staff.

Required Skills:

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

Essential Functions:

- Possesses ability to hold frequent communication with one to ten visitors on tour;
- Must be able to remain in a stationary position and move about the home during a shift;
- Must be able to ascend and descend stairs to give full tour;
- Must have reliable transportation to the site;
- Reliable methods of communication (phone, email, etc...); and
- Must be able to commit to at least **4 hours** 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 must be 16 years or older.

Volunteer hours for this position are available Mondays – Saturdays from 10am – 1pm and 1pm to 3pm.

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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 clearances) 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 successful applicants. LancasterHistory staff will provide historical content training, as well as guidance on best practices with guiding groups through and around historic artifacts within a 19th century environment. This training will prepare guides on how to best connect the stories of James Buchanan's private and public life with the tumultuous times in which he lived. Volunteer receive articles and books to read and are scheduled to shadow other tour guides as part of their training.

How to Apply:

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

LancasterHistory
ATTN: Patrick Clarke
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 by be directed to Patrick Clarke at (717) 392-4633, ext. 127 or patrick.clarke@lancasterhistory.org.

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