

## **Icebreaker Mackinaw Maritime Museum, Inc.**

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[www.themackinaw.org](http://www.themackinaw.org)

A Nonprofit 501(c)(3) Michigan Corporation



### **Docent Position Description**

#### Job Summary:

Responsible for conducting guests on prescribed and scripted vessel tour(s).

Perform interpretation of the culture, history, and “facts” relating to the Icebreaker Mackinaw WAGB 83 and to the Great Lakes Maritime environment for guests. Answers guest’s inquiries regarding ship history, facts, etc.

Guest safety is a primary responsibility of this position.

Responsible for minor clean-up / pick-up of the tour route during the course of the tours.

This is an “at will” seasonal position. A short probationary period will be required. The probationary time is determined by the job offer and varies between two and four (2 and 4) weeks.

#### Essential Duties:

The successful applicant must possess the ability to communicate scripted information, before a group, clearly and effectively and without deviation from the approved script and information that is provided by IMMM.

Receives guests at the appropriate station and initiates the internal prescribed tour

Gives scripted explanations and descriptions to the guests

Keeps the tour on schedule and handles guests who may have a special question or need within existing tour procedures

Adjusts to evolving tour/route conditions and new interpretation elements during the season

Provides all tour “cautions” as indicated in safety guidelines to the guests; provides reminders and cautions as the tour proceeds

Watches for “incident” items that are of a safety or security nature; keeps tour moving and all guests together as a group until the tour returns to the Quarter Deck or Ship’s Store

Willingly changes off roles of tour leader and tour follower during any given shift; works cooperatively with all Docents and Management

1/2017

**Mission Statement:** The Icebreaker *Mackinaw* Maritime Museum will collect, preserve, protect and interpret the rich maritime and marine history of the Straits of Mackinac and the Great Lakes. The Museum will feature the USCGC *Mackinaw WAGB-83* and the important historical and present day contributions of the US Coast Guard on the Great Lakes. The Museum will present the unique maritime history, economy and ecology of the Straits of Mackinac, the Great Lakes and the State of Michigan through engaging and entertaining educational programming and interpretive exhibits.

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