



## MUSEUM TEACHER

Tudor Place Historic House & Garden seeks individuals to work as independent contractors in the role of Museum Teacher. Museum Teachers lead school, Girl Scout, family and adult group programs and assist Tudor Place staff with interpretive programs and special events. Topics can include everyday life in the capital, ecosystems and basic plant biology, primary source research and more. Program training is provided.

### Program Duties

- Prepare classroom space for hands-on workshops, including setup and cleanup
- Greet groups and provide orientation, including visitor rules and expectations
- Lead interactive, age-appropriate tours of the historic house and garden on a variety of subjects
- Guide groups in hands-on craft and activity workshops following the tours
- Reinforce museum manners throughout programs
- Assist with preparing and serving teas for Tea & Tour programs
- Assist with craft, activity and/or refreshments station at large scale family programs

### Program Schedule

- Programs are scheduled Tuesday–Sunday, February–December within the hours of 10 a.m. – 5 p.m.
- Programs may be scheduled outdoors and in all types of weather.

### Qualifications

- Excellent interpersonal and oral communication skills
- Prior teaching, childcare or museum education experience
- Flexibility and enthusiasm for working with Pre-K–8<sup>th</sup> grade students
- High School diploma required; some college preferred
- Knowledge of architecture, American history, decorative arts or horticulture a plus

### Fees & Logistics

- Must attend a paid training, currently scheduled on **Saturday, January 27, 2024 9:30 a.m. – 12:30 p.m.**
- Museum Teachers are expected to commit to an average of two programs per month. Additional hours may be available.
- Museum Teachers will be paid \$65 per program/training session; each program requires approximately three hours of work.
- Museum Teachers must pass a background screening, provide a completed W9 and sign an Independent Contactor Agreement.
- Museum Teacher contracts are on a yearly basis. Museum Teachers who receive positive evaluations will normally be afforded an opportunity to continue as a Museum Teacher the following year.
- Free, on-site parking is available.

Send a resume, cover letter and two professional references to [education@tudorplace.org](mailto:education@tudorplace.org) with subject line "Museum Teacher Application". Please indicate availability for January 27 training.