



Dumbarton House

SCOUT PROGRAM MUSEUM TEACHER JOB ANNOUNCEMENT

Dumbarton House, a Federal period historic house museum in Georgetown, seeks part-time Museum Teachers to teach Scout programs. Dumbarton House, headquarters of The National Society of the Colonial Dames of America, offers visitors an opportunity to enhance their appreciation of early American history.

Museum Teachers lead Girl and Boy Scout programs for both day and evening programs. Museum teachers teach 6-16 year-old Scouts in hands-on experiences about life during the early years of our nation's history through an interactive tour and educational activity session. The Museum Teacher reports directly to the Education Manager.

Schedule:

- Flexible Schedule. Girl and Boy Scout Day programs are scheduled weekdays after school and on Saturdays and Sundays. Times vary, but typical hours are Mon.-Fri. 3:30pm-6:30pm, Sat. and Sun. 12pm-3pm.
- Girl Scout Evening programs are scheduled Friday & Saturday evenings. Typical hours are 6pm-10pm.
- Museum Teachers are expected to complete the full academic year (October 1-June 15).
- An average of 2-3 programs/month, including evenings, will be expected during peak season (January-March); less frequent availability required October-December and April-June.
- Please note: The monthly schedule is based on registrations by Troops and Dumbarton House can not guarantee weekly hours.

Duties:

- Prepare program room space for educational program, including set- and clean-up and replenishing supplies.
- Greet groups and lead an interactive tour of the Museum and hands-on activities.
- Work with other Museum Teachers and the Lead Museum Teacher to ensure quality experience for all visitors.
- Report on supply needs, group behavior, and troop leader evaluations to Education Manager.
- Learn and teach a minimum of 2 Scout programs.
- Attend training sessions and ongoing program meetings as scheduled.
- Perform administrative tasks as needed.

Qualifications Needed:

- Degree in education, museum education, and/or one or more years experience teaching in a museum or classroom, and/or one or more years of comparable experience;
- Excellent interpersonal and oral communication skills;
- Knowledge of architecture, early American history, decorative arts, or Scouting background a plus;
- Strength, dexterity, and mobility to perform all duties (to include some light lifting and stair-climbing).

Preferred Characteristics of a Scout Programs Museum Teacher:

- Flexibility, enthusiasm, and an interest working with children ages 6-16;
- A sincere and genuine interest in people of all ages; and
- Ability to "think on one's feet."

Salary:

- \$12 /hour; Scout Day programs require 2.5-3 hours of work, Scout Evening programs require 3-4 hours work.
- \$10/hour for participation in mandatory training sessions (payable upon completion of first Scout program).
- The incumbent is paid on an hourly basis and is not eligible for Museum benefits. Dumbarton House is an Equal Opportunity Employer.

Training Requirements:

- Museum Teachers are required to attend orientation and content training in September.
- New Museum Teachers will be formally observed during their first Scout program and are required to meet with the Education Manager to discuss the evaluation before being scheduled for additional programs.

To Apply:

- By Sunday, October 5, send cover letter and resume to: **Scout Museum Teacher c/o Education Manager, 2715 Q Street, NW, Washington, DC, 20007-3071; education@dumbartonhouse.org; FAX: 202-337-0348**