

OREGON JEWISH MUSEUM AND CENTER FOR HOLOCAUST EDUCATION

Dear Applicant,

Thank you for your interest in becoming a docent at the Oregon Jewish Museum and Center for Holocaust Education. Docents are a critical part of our mission at OJMCHÉ and help thousands of visitors engage with museum content each year.

OJMCHÉ docents participate in free, ongoing training that prepare them to:

- Connect with learners of all ages
- Facilitate dialogue-based, conversation style tours of temporary exhibits on art, history, and Jewish culture; plus core exhibits on Oregon Jewish history, Holocaust history, and the history of discrimination and resistance in Oregon
- Engage visitors one-on-one as a floating docent on a daily basis and at special events like temporary exhibit openings, monthly First Thursdays, and more
- Help visitors interpret objects based on both history and personal experience
- Develop a sense of camaraderie and teamwork with fellow docents

OJMCHÉ Docents In-Training will be expected to:

- Submit to a background check as part of the docent intake process
- Commit to serving as a docent for one year from the beginning of the training cycle in June 2019
- Participate in new docent training including five, four-hour training sessions during June and July.
- Following the completion of new docent training: at least five hours per month either leading tours, facilitating workshops, or volunteering as a floating docent in exhibit space; plus attend monthly two-hour docent trainings on the first Monday of every month for the duration of the volunteer commitment
- Participate in ongoing review processes including self-evaluation and feedback from Education staff

- Represent OJMCHÉ by upholding our organizational mission adhering to volunteer codes of conduct and Safer Spaces Guidelines

The deadline for submitting completed applications is Sunday, March 31, 2019.

Please submit your completed application by emailing it to docent@ojmche.org, or mail or deliver to the Oregon Jewish Museum and Center for Holocaust Education, 724 NW Davis Street, Portland, OR 97209. Mailed applications must be received by March 31, 2019.

We look forward to receiving your application. Sincerely,

OJMCHÉ Education Department

OREGON JEWISH MUSEUM AND CENTER FOR HOLOCAUST EDUCATION

2019 Exhibit Docent Application

Contact Information

Name: _____

Home phone: _____ Cell: _____

Address: _____ City, State, _____

Email address: _____

Education & Background

Highest Level of Education: _____

Completed at: _____

Current Employer: _____

Volunteer Experience (feel free to elaborate on a separate sheet):

Reference checks will be conducted as part of application process. If you are retired, please feel free to include two personal references, rather than one professional and one personal.

Personal Reference:

Name: _____

Phone: _____ Email: _____

Professional Reference:

Name: _____

Phone: _____ Email: _____

Availability

Please check off your general availability below. You are not required to be available at these times; this just helps us know when you are free.

| | 9a-12p | 12p-3p | 3p-6p | 6p-9p |
|-------|--------|--------|-------|-------|
| MON | | | | |
| TUES | | | | |
| WED | | | | |
| THURS | | | | |
| FRI | | | | |
| SAT | | | | |
| SUN | | | | |

OJMCHE docents are expected to arrive on-site and be ready to lead a tour at least 20 minutes prior to visiting groups' scheduled arrival at the museum's location at 724 NW Davis Street. Will timely transportation to this location pose a difficulty for you? (Circle/click)

YES / NO

Experience & Interest

If you have knowledge and/or experiences with any of the following, please indicate and describe. Experience in all fields is not required - this inventory simply helps us get to know you better. Feel free to elaborate on a separate sheet.

Art:

Jewish culture and history:

Working with the public:

Holocaust history:

Facilitating group dialogue:

Education:

Please answer the following questions in a separate document in one to two paragraphs and return with your completed application.

1. What interests you in becoming a docent at the Oregon Jewish Museum and Center for Holocaust Education at this time?

2. What do you expect will be the biggest challenge of being a docent at OJMCHE?

3. WHAT DO YOU THINK WILL BE YOUR GREATEST STRENGTH AS A DOCENT?

4. We encourage every docent to bring their own personality to a tour, and we strive to offer tours that are primarily dialogue-based rather than lecture-style.

How would you describe your personality and communication style?

5. Is there anything else you'd like to share?

Your signature below verifies the information you have included on this application is true to the best of your knowledge.

Signed: _____ Date: _____

Please ensure completed application arrives at Oregon Jewish Museum and Center for Holocaust Education, 724 NW Davis Street, Portland, Oregon or docent@ojmche.org by MARCH 31, 2019.