

- JOB TITLE:** #1737 Site Guide I
- OPEN TO:** This job is open to all applicants.
- LOCATION:** Charles Lindbergh House and Museum - 1620 Lindbergh Drive S., Little Falls, MN 56345
- SALARY:** \$15.76 hourly minimum
- STATUS & HOURS:** Part-time, regular (approximately 416 annual hours) position. Must be available to work Fridays in May to accommodate field trips. The majority of hours worked will be Fridays and Saturdays from June-September. Hours may vary according to seasonal site needs.
- BENEFITS:** Eligible to participate in a retirement program with employer contribution. Generous vacation and sick time accruals.
- DEPARTMENT:** Greater Minnesota Sites
- CLASSIFICATION:** 55L Service
- SUPERVISORY:** No
- HIRING MANAGER:** Charles Lindbergh House and Partnership Sites Manager
- POSTING DATE:** January 13, 2023
- DEADLINE DATE:** January 27, 2023
- TO APPLY:** Interested applicants must apply online at the Minnesota Historical Society's career center at www.mnhs.org/jobs and include a resume and cover letter by the application deadline date.
- INTERVIEWS:** Interviews will be held on Friday, February 10, 2023 and Saturday, February 11, 2023.
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DESCRIPTION: This position exists to provide interpretive and educational programming to guests at the Charles Lindbergh House and Museum. The Interpreter I will use the complexity of Charles Lindbergh's life and legacy to inspire ingenuity and encourage empathy about the past and present through sharing stories of Lindbergh's life from youth to old age and connecting these stories to the present day in order to enrich our understanding of current events. They do this by leading guided programs, such as tours of Lindbergh's childhood home, education programs, and being available to guests throughout their site experience. In addition they provide excellent customer service throughout the guest's visit.

SUMMARY OF WORK: 1) Conduct interpretive programs for diverse audiences at the site; 2) Study site-related historical materials and interpretive methods to communicate historical information and stories clearly and effectively; 3) Provide retail and guest services support; and 4) Monitor site and grounds for cleanliness and safety of guests and staff.

MINIMUM QUALIFICATIONS:

- Demonstrated experience and ability to provide consistent, high quality customer service.
- Demonstrated ability to work independently.
- Demonstrated ability to collaborate and contribute positively in a team environment.
- Strong interpersonal and oral communication skills.
- Demonstrated ability to listen to the public and be responsive to inquiries and comments.
- Demonstrated ability to learn and apply a wide variety of interpretive techniques.
- Demonstrated ability to work with a diverse public in a friendly and open manner, while conveying information or teaching.
- Demonstrated ability to work with a diverse audience of varying cultural backgrounds, ages, and abilities.
- Basic math skills.
- Flexibility to adjust to changes in schedule and assignments.
- Ability and flexibility to work a varied schedule.
- Ability to stand for extended periods of time, while giving tours.
- Ability to bend, crouch, kneel and perform light cleaning duties.
- Ability to lift and carry objects weighing up to 25 pounds.

DESIRED QUALIFICATIONS:

- High School Diploma or equivalent.
- Experience working with children and/or adults in an educational environment.
- Experience with teaching, acting, storytelling or musical performance abilities that can be used in interpretive programs.
- Knowledge of, or ability to learn about Minnesota history.
- Knowledge of, or ability to learn about Charles A. Lindbergh, his contributions to aviation, medicine, the environment, his family, and site related history.
- Demonstrated ability to operate electronic equipment such as cash registers and audio-visual equipment.

Should you have questions with the application process, email humanresources@mnhs.org or call MNHS Job Line at 651-259-3181.

At MNHS, we don't just accept difference — we celebrate it, we support it, and we thrive on diversity for the benefit of our employees, our products and services, and our community. The Minnesota Historical Society believes that an inclusive culture among our team members is critical to our success as a historical society and museum, and we seek to recruit, develop and retain the most talented people from a diverse candidate pool. The Minnesota Historical Society is proud to be an equal opportunity workplace and employer.