



RANCHO LOS CERRITOS FOUNDATION

4600 Virginia Road, Long Beach, California 90807 (562) 570-1755

LIVING HISTORY DOCENT

-- 3 Positions Available --

RANCHO LOS CERRITOS HISTORIC SITE

Department of Parks, Recreation and Marine

Long Beach, California

These positions are funded through a grant to the Rancho Los Cerritos Foundation

CLASSIFICATION: Living History Docent -- Part time/12 month position
HOURS: 15-20 hours per week, Wednesday-Sunday afternoons
SALARY: \$12-13.00 per hour depending on experience

Living history docents are costumed tour guides who interpret Rancho Los Cerritos Historic Site to visitors from a first person perspective; the Rancho will provide training and costumes. Docents are both educators and invaluable promoters of the Rancho, working directly with the public to share the site's history and cultural significance.

DUTIES AND RESPONSIBILITIES: Portrays historical characters from the Rancho's past and provides living history tours to the public during open hours and for special events. Works alongside volunteer living history docents. Helps with opening and closing the museum, staffing the new visitor center and assisting with Museum Shop needs. Performs general museum tasks and other related duties when not giving tours. May also work with the museum team to help plan, organize and staff major special events.

MINIMUM QUALIFICATIONS: Interest in California history and museum education; acting experience helpful but not required. Able to effectively communicate orally in English with persons from a wide range of socioeconomic and age levels; bi-lingual in Spanish is desirable. Must be willing to be trained as a living history docent and work weekends, be flexible, and adjust to changing work conditions. Special consideration will be given to those who can portray a 19th century Chinese or Mexican-era worker.

TO APPLY: Qualified applicants should submit a cover letter, current resume and list of references to: **Rancho Los Cerritos Foundation, 4600 Virginia Road, Long Beach, California 90807.** Applications due by **January 24, 2012.**

THE MUSEUM: Rancho Los Cerritos Historic Site is an 1844 Monterey colonial style adobe on 4.7 acres of land. The museum focuses on the interpretation of rural life styles and economic development in southern California over the last 150 years. Rancho Los Cerritos is operated by the Long Beach Parks, Recreation and Marine Department. "Friends of Rancho Los Cerritos" provides volunteer support for programs, tours and projects.

THE FOUNDATION: The Rancho Los Cerritos Foundation was incorporated in 1994 and works in public-private partnership with the City of Long Beach to generate revenue for capital projects and educational programs. The RLC Foundation receives philanthropic support from private, corporate and public sources to advance planning, educational and interpretive programming, marketing, restoration, preservation and new construction.

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