



Fairfield Museum

EXPLORE *the past*, IMAGINE *the future*

370 Beach Road, Fairfield, CT | 203-259-1598

www.fairfieldhistory.org

Volunteer Docents at the Fairfield Museum

Are you a lifelong learner with a passion for sharing history with your community? The Fairfield Museum is recruiting a new class of docents, trained volunteer educators, who present guided tours and education programs for K-12 students. The docent program is both intellectually stimulating and socially rewarding and includes courses, readings, and discussions on topics in American History. Whether you've lived in Fairfield for many years or you are new to the area, discover the rewards of sharing the rich history of our town with visitors of all ages.

Who Can Apply?

Volunteer Docents should have experience in:

- Working with children in K-12 settings or delivering tours and educational programs.
- Volunteer Docents are not required to live in Fairfield, but you must have a reliable means of transportation to and from the Fairfield Museum for training, meetings, and volunteer shifts.

What skills do I need?

Volunteer Docents should have:

- A love of history and learning;
- Good communication and public speaking skills;
- Good listening skills;
- Flexibility/adaptability;
- Tolerance and respect for others.

What is the commitment?

- Attend required volunteer training sessions & quarterly meetings.
- Successfully complete a practice tour.
- Be able to walk and stand for the length of tours, up to 1.5 hours. Please note that some historical buildings are not handicap accessible.
- Read and study materials on history and education.
- Commit to at least 2 volunteer shifts per month. Shifts for K-12 programs are Mondays through Fridays from 9 am and 1 pm or from 4 and 5:30 pm. Shifts for tours at the c. 1750 Ogden House are Sundays between June and September from 1 to 4 pm. Note that volunteer Docents should plan to arrive about 15 minutes prior to the start of their shift.

How to Apply

Individuals interested in applying to become a volunteer Docent should fill out an application and submit it along with all supplemental materials. Priority will be given to applications submitted by **May 5, 2025**.

Please return by mail, email, or in person to:

Fairfield Museum, 370 Beach Road, Fairfield, CT 06824 | education@fairfieldhs.org

Attn: Michelle Cheng



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APPLICATION FORM

Docent Information

First Name: _____ Last Name: _____

Cell Phone: _____ Email: _____

Address: _____ City, State: _____ Zip Code: _____

School Name: _____ Town: _____

Current Grade Level: _____

Emergency Contact

First Name: _____ Last Name: _____

Relation: _____ Phone: _____

Work/Volunteer History

Please list any previous work or volunteer experience. Begin with the most recent.

Position	Employer / Organization	Dates

Please indicate your availability for volunteer assignments:

Mondays	Tuesdays	Wednesdays	Thursdays	Fridays	Sundays (Ogden House)
Time:	Time:	Time:	Time:	Time:	Time:



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Emergency Information

In case of emergency please notify:

Name

Phone

References

Please list three references from previous employment or volunteer experience:

Name & Position	How do you know this person?	Company	City, State	Phone #

____ I give the Fairfield Museum and History Center permission to contact the above references.

I certify that the statements made in this volunteer application are true and correct, and have been given voluntarily. I understand that this information may be disclosed to any party with legal and proper interest, and I release **Fairfield Museum and History Center** from any liability whatsoever for supplying such information. [Please note: **FMHC** does not release lists of members or volunteers.] I understand that I will not be paid for my services as a volunteer.

Applicant's Signature: _____

Date: _____



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Please include with this application (attach separate documents as needed, about 150 words per question):

- Why would you like to be a volunteer Docent at the Fairfield Museum?
- What related experience will you bring to your position as a docent? Include work and volunteer experience, as well as any relevant hobbies or interests.
- Describe a favorite memory visiting a museum. Why did it have an impact on you?

Priority will be given to applications submitted by Monday, May 5, 2025 at 5 pm.