



**Position Title:       GARDEN DOCENT**

**Location:**     Ashton Gardens

**Purpose:**       Engage guests in a transformative learning experience throughout the gardens by interpreting the diverse plant collections, landscapes and history of Ashton Gardens.

**Responsibilities:**

- Facilitate interactive and hands-on learning in assigned areas throughout the gardens.
- Conduct walking tours.
- Be an ambassador for Ashton Gardens both in and out of the garden.
- Serve as a docent and mentor to docents in training during year two of your appointment subsequent years.
- Participate in training new docents.
- Accept committee assignments (content, communication, enrichment activities, etc.)

**Qualifications:**

- Must be a Master Gardener or have applicable knowledge and/or experience.
- Completion of all docent training sessions.
- Payment of **\$50** program fee which covers uniform, nametag, training and materials, and enrichment activities. Initial \$50 payment is for the first 2 years, with renewals set every two years for **\$25** for program maintenance and development.
- Attend any additional training regarding new exhibits or changes in the garden held on the first Tuesday of each month from March – October.
- Must be available to work a minimum of 2 shifts a month April - October, 4 shifts during the Tulip Festival, 4 shifts in August with two of those being on a Tuesday during \$2 Tuesdays (August) and 4 shifts in October with two of those being during the Scarecrow Festival (October).

**Expectations:**

- Be a willing learning and comfortable with inquiry-based facilitation.
- Be a mentor to docents-in-training.

- Participate in ongoing evaluation of tours and docent program for positive improvements.
- Offer and accept feedback or suggestions to encourage professional standards and performance.
- Be on the schedule at least one week in advance. If you need to remove yourself within 72 hours of your shift you must contact the Horticulture Coordinator.
- Have a wonderful time interacting with our guests!!!

**Reports to:** Horticulture Coordinator

**Length of Appointment:** A garden docent commits to at least 2 years. The first year as a docent-in-training, the second year as an active docent and mentor.

**Support:** A two-part mandatory training course will be offered in the fall (6 weeks) and spring (5 weeks). There will be continuing education and enrichment activities throughout the year. The Horticulture Coordinator will be available for questions and assistance.

**Dress Code:** Must wear issued garden docent uniform, nametag and appropriate clothing as outlined in the Volunteer Handbook.

**Benefits to docent:**

In addition to current incentives that all volunteers receive for their service to Thanksgiving Point, Ashton Gardens docents will receive the following:

- Specially designed garden docent uniform and nametag
- Opportunity to purchase quality garden tools at a discounted price once a year.
- Ability to earn the ongoing volunteer discounts as outlined in the Volunteer Handbook of 75 hours of service after completion of training and 2 docent shifts.
- Meet new people, make friends, and be an integral part of the Thanksgiving Point Community.

Having been offered a position as a docent and with my signature below I acknowledge that I have read this document in its entirety and agree to the guidelines set forth for me as a docent of Thanksgiving Point Institute.

_____	_____
<b>Printed Name</b>	<b>Signature</b>
_____	
<b>Date</b>	