

SALISBURY

HOUSE  GARDENS



Volunteer Information and Application

Weekly Volunteer Opportunities

Interpreter (Tour guide)

Interpreters are at the heart of the Salisbury House experience. They tell the story of Salisbury House and its creation to our guests; leading people of all ages on public and private tours of the historic mansion while sharing the history of the family who built it and highlighting significant features in each room. Interpreters **become experts** in topics of art, literature, architecture, history and Salisbury House lore. To prepare for the position, all Interpreters begin by attending a focused training program followed by a brief period of tour shadowing. Training instruction is provided by our Curator and Chief Historian and covers the history of Salisbury House, its distinct architecture, the Weeks family history-who built and lived in the house, and detailed information on the unique collections and exhibitions in each room.

New Interpreter Training occurs in the **spring and fall** of each year with sessions provided on-site at the house over a period of 5 weeks. Each session lasts for one hour and Interpreters are expected to attend all sessions. Once training is complete, three shadow tours are required to provide new guides the chance to observe an experienced guide in action and become familiar with the house floor plan. Continuing training is provided quarterly throughout the year on various, related topics. Salisbury House asks for a minimum 1-year commitment to the position.

Occasional Volunteer Opportunities

The Salisbury House depends on volunteers **year-round** to support a wide variety of community programs and public events. As a volunteer, you will get a **behind-the-scenes look** at the Salisbury House while ensuring guests receive a world-class, cultural experience. Everything from the largest public events (Shakespeare on the Lawn and Holly & Ivy) to our smallest private events is volunteer-based.

Public Program Volunteers

Utilize your skills and talents by joining a group of dedicated volunteers at any one of our public program events. These events are open to the community and allow volunteers to experience the Salisbury House after-hours. Volunteers can attend events for free before or after their shifts are complete and, for some events, earn free tickets for use outside of their shift. Varieties of positions are available to suit your interests and skills.

Lawn & Gardens

Got a green thumb? There is a lot of work that goes into maintaining the flora outside of Salisbury House and we are always looking for volunteers to help care for our garden with the same passion and enthusiasm as Edith Weeks (the founding lady) herself. Seasonal volunteers work with the building and grounds director to help ensure the grounds and gardens are in tip-top shape.

Historic Preservation

Assist the Curator and Chief Historian with special projects throughout the house. This unique opportunity seeks experienced historians, preservationists, librarians, and more!

Service Projects

We offer a number of volunteer opportunities for corporate and volunteer groups. Please contact *Geena Torti, Grants and Community Engagement Manager*, for more information.

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Volunteer Application

Please legibly print your information

When completed, please send to:
Geena Torti, Grants and Community Engagement Manager
gtorti@salisburyhouse.org | (515) 274-1006

Name: _____

Address: _____

City, State, Zip: _____

Telephone number: Home: _____ Cell: _____

E-mail: _____

Days you are available to volunteer:: _____

Related experiences or special skills: _____

Past volunteer experience: _____

Please list two character references (non-relatives):

1. _____
Name Telephone number

2. _____
Name Telephone number

Emergency Contact:

1. _____
Name Telephone number

Areas of interest (Please check all that apply):

Interpreter (tour guide) Community Programs Lawn & Gardens
 Service Projects Historic Preservation

Volunteers utilize the online program, VolunteerSpot. Will you be able to access this program?

YES NO

You may also submit an application on-line by visiting our website at www.salisburyhouse.org.
Once there, click on the **Get Involved** tab to complete the application.