



## VOLUNTEER JOB SUMMARY: TANK COTTAGE TOUR GUIDE

Heritage Hill State Historical Park has over 25 original and reproduction buildings, most of which are open to the public daily to explore on their own. The exception is Tank Cottage, which was built around 1800, which was the home of Green Bay founders Otto and Caroline Tank, and currently houses furniture and art of the 19<sup>th</sup> century. Because of its furnishings, Tank Cottage can only be visited via a guided tour and we're now recruiting a corps of volunteer guides who can help welcome visitors back into the house!

As a Tank Cottage Tour Guide you will be responsible for learning the tour's historical content and guiding visitors through the historic home. Individuals who are comfortable speaking to small groups, like to engage with people, and who can learn historical content related to the house would be perfect for this role.

### PRIMARY FUNCTIONS AND RESPONSIBILITIES

- Lead 45-minute guided tours through Tank Cottage
- Can learn historical content related to the building and the people who lived there
- Is comfortable public speaking and engaging with small groups of all ages
- Be knowledgeable and enthusiastic about promoting the park to potential visitors of all ages
- Remain up-to-date on park events and where to direct potential visitors for more information
- Be comfortable working independently and as a team with little staff supervision

**Time Commitment:** Initial group training in the spring. From May – October, tour guides are expected to lead at least 1 tour per month.

**Qualifications:** Driver's license (or reliable transportation) is required, ability to stand/walk/project your voice for 45-60 minutes at a time, comfortable with public speaking. Enthusiasm to learn and share history is desired.

**Dress Code:** Business casual attire is required and/or branded Heritage Hill State Historical Park attire as available.