

Museum Docent (Art Tour Guide)

NCMA Docents are volunteers trained to facilitate conversation-based tours and guide groups of all ages, backgrounds, and abilities. Like Museum staff, docents provide a welcoming experience of belonging and joy. They serve as a link between the Museum and visitors as a vital cultural resource at the NCMA.



Newly accepted docents are classified as docents-in-training until completion of training (approximately 11 months). Docents are expected to be flexible, respectful, and responsible to the NCMA's values.

Supervisor's name: Miles Hall

Supervisor's email: md.hall@dncr.nc.gov

TRAINING REQUIREMENTS AND RESPONSIBILITIES

Docents-in-training will

- learn about works in the collection and exhibitions to establish an evolving knowledge base.
- attend multiple professional development offerings related to art history, exhibition information, and touring techniques.
- conduct independent research.
- shadow active docents.
- develop tour plans collaboratively and independently.

POSITION QUALIFICATIONS

- Desire and passion to learn about art, culture, and history
- Desire and passion to share art, culture, and history with others
- Interest in working with multigenerational and diverse Museum audiences
- Interest in learning facilitation techniques in an art museum setting
- Physical ability to facilitate in-gallery experiences for up to two hours
- Commitment to lifelong learning
- Comfort with public speaking
- Digital literacy
- Reliability and punctuality for tour and docent-related activities
- Amicable demeanor
- Attention to detail

PREFERRED QUALIFICATIONS (NOT REQUIRED)

- Experience in art/art history, performing arts, political science, or education
- Interest in dialogue- and inquiry-based tour facilitation
- Familiarity with serving historically underrepresented audiences
- Proficiency in a non-English language (e.g., Spanish, ASL, French, Arabic, etc.)



DAYS AND TIMES ACTIVE DOCENTS VOLUNTEER Training (All-Docent Professional Development)

Weekly training sessions on Monday mornings from 10:30 AM to NOON for approximately 13 weeks in the fall and spring. These sessions are recorded and can be viewed asynchronously.

Training (New Docent Training)

Docents-in-training are required to attend additional training sessions on Monday afternoons from 1 to 3 PM and participate in online training modules. Asynchronous assignments are provided for trainees unable to attend afternoon sessions.

Touring

Docent-led tours of the People's Collection and exhibitions are offered Wednesday through Sunday at 10:30 AM, 11:30 AM, 1 PM, and 2 PM for adult, youth, and student groups. Tours are typically 50 minutes.

Public tours, Art on the Dot, access tours, virtual tours, and special event requests vary. [Visit our website](#) to learn more.

MINIMUM TOURING REQUIREMENT FOR ACTIVE DOCENTS

Varies year to year; generally 12 to 16 tours a year plus relevant preparation

DIVERSITY AND EQUITY STATEMENT

The North Carolina Museum of Art Foundation, Inc., is committed to creating an equitable, hospitable, appreciative, safe, and inclusive environment—one that embraces the full spectrum of all community members' contributions. Diversity strengthens the workforce in competence and ability. Celebrating diversity appreciates and values individual differences. Diversity is crucial to our ability to serve all citizens.

ACCESS ACCOMMODATIONS

Accommodations can be given to a docent or tour group with at least two weeks' notice. We provide ASL interpreters for all professional development sessions. Visit our [accessibility web page](#) for more general accessibility information.

Please contact the supervisor and Molly Hull, accessibility coordinator (mhull@ncartmuseum.org) with questions or requests.

BENEFITS

Touring docents receive the following benefits:

- Member pricing for films, concerts, and lectures (See [individual events](#) for member pricing.)
- NCMA Café: 10% off
- Museum Store: 10% off merchandise
- Museum publications: 15% off
- Behind-the-scenes opportunities with collections, exhibitions, and staff
- World-class learning opportunities that include artist meet and greets, curatorial lectures, and exclusive gallery access
- Social gatherings with other volunteer docents

APPLICATION

Please visit the [docent web page](#) on the Museum's website to access the application.

ACTIVE DOCENT ORGANIZATION FEES

Once you become an active docent, the docent organization asks for \$30 in annual dues.

The docent organization is a separate entity from the NCMA. Financial assistance can be provided on a request basis.