

OLD CAPITOL MUSEUM, JACKSON

Volunteer Guide

Purpose:

To provide visitors with information that will enrich their visit to the Old Capitol Museum and to Mississippi. This information shall educate the public about the history, people, and architecture of the building, the governmental processes of the state, and the importance of historic preservation.

Responsibilities:

Assist in greeting and signing in visitor group
Escort the group to the area where the tour will begin
Conduct a very brief overview of the site
Explain the Museum guidelines to the group and be available on the main floor for questions until visitors leave
Operate basic audiovisual equipment for school groups (training provided)

Qualifications:

Knowledge of subject matter
Ability to convey knowledge in an interesting manner
Agreeable personality
Ability to relate well to people of all ages, backgrounds, and educational levels

Requirements:

Successfully complete training
Dependability

Time Commitment:

Twelve (12) hours of volunteer service per year at the Old Capitol Museum are required to remain on the active volunteer list

Benefits:

The satisfaction of volunteering at the most historic building in the state of Mississippi
Continuing education
Documented volunteer service for work or school credit
A 15% discount at Mississippi History Store locations
All training and training-related materials provided by the Old Capitol Museum
Volunteer appreciation activities provided by the Old Capitol Museum and the Museum Division

Reports to:

OCM Volunteer Coordinator