



Position Title Arts Center Junior Docent

Organizational Mission: This position serves with Phoenix School of Roseburg whose mission is: Students creating pathways to college and careers through high standards of academic achievement, career-technical education, and personal growth. The position is in conjunction with the Umpqua Valley Arts Center (UVAA) whose mission is: Create and foster a climate that supports arts appreciation, participation, and education.

Non-Discrimination Notice: Phoenix School of Roseburg does not discriminate against students, board members, staff members, volunteers, or program participants on the basis of race, color, sex, national origin, age, religion, marital status, disability, veteran status, sexual orientation, gender identity or gender expression. race, creed, sex, sexual orientation, age, religion, marital status, national origin, political affiliation or mental or physical handicap.

Position Location: This position requires to report to the Umpqua Valley Arts Center; 1624 W Harvard Ave, Roseburg, OR 97471.

Position Summary: This position is a temporary part-time position to assist with the 100th Anniversary of the Umpqua Valley Arts Center facility during the Summer Arts Festival June 23, 24, and 25th. Applicants must possess an interest in the arts and local history. Junior Docents will present concepts and materials to small groups of people in a tour-like setting. If a Junior Docent elects to pursue this opportunity, they must receive training from staff. Secondary goals centers on the Junior Docents learning about topics such as but not exclusive to career exploration, teambuilding, and event management.

Position Requirements:

- To be a friendly greeter to welcome UVAA visitors
- Answer visitor questions, or refer them to a staff member
- Ensure visitor safety
- Help with set-up and clean-up of UVAA events
- Regular and reliable attendance.
- Ability to work independently at times, show initiative, and communicate.
- Conduct themselves in a professional manner while working with partnering organizations.
- Ability to successfully pass a drug test (random or otherwise)
- U.S. citizen, national or lawful permanent resident.

Preferred Qualifications:

- Possession of a high school diploma or currently working towards.
- Familiarity with the early 20th century period of US History and local culture of that time

Physical/Intellectual Demands

- May require bending, color identification, crawling, gripping with hands and fingers, hearing alarms and voice conversation, kneeling, occasionally lifting up to 60 pounds, pulling, pushing, reaching, running, , sitting, standing, standing long periods, walking; exposure to dampness, bee stings, chemicals, dust or pollen, epoxy chemicals, fumes, intense light, noxious odors, outside temperature extremes, sun, noisy areas; working at heights, confined or crowded or remote areas, ladders, electricity; working shifts; working with inks.

Transportation Information:

- Project site is accessible by public transportation

Benefits Include:

- \$9.50 hourly compensation rate (will increase to \$10.00 hourly on July 1, 2016)
- Professional development, trainings and networking opportunities

Position Type: Part-time

Scheduling: Variable, some weekends

Position Dates: June 2017

Length of Term: 24 hours

How to apply:

Step 1 – Download the fillable pdf youth corps application from www.roseburgphoenix.com.

Step 2 - Email a complete application and e-mail to Thomas McGregor at tmcgregor@roseburgphoenix.com.

Step 3 – Schedule an interview.

Questions about the position? Contact: Thomas McGregor at (541) 580-7032, tmcgregor@roseburgphoenix.com.