

**Title:** Visitor Services Intern

**Status:** Internship, part-time

**Hours:** Minimum 120 hours (12-month commitment with at least 10 hours per month); opportunity to renew for subsequent years

**Salary:** \$11.00/hour

**Start date:** February 28, 2022

**Supervisor:** Curator of Education, Read House & Gardens

**Position Description:**

The Delaware Historical Society is seeking dynamic and committed undergraduate- and graduate-level students from a wide range of fields, including history, communications, and the arts, to join the visitor services team of the Read House & Gardens. Visitor Services Interns will learn strategies for engaging members of the public at a National Historic Landmark, guiding guests through the 14,000-square-foot mansion and leading youth and adult educational programs. As the part of the public face of the Read House & Gardens experience, Visitor Services Interns will play a key role in fulfilling the Delaware Historical Society's commitment to creating meaningful encounters with the historical assets it stewards, both at the Read House & Gardens and at its main campus in Wilmington. Outside of frontline work, assigned special projects and monthly conferences with full-time staff, including the Director, will allow interns a full and rich learning experience through access behind the scenes of a museum. Individuals from various backgrounds with a passion and knowledge of art, history, and culture are encouraged to apply.

Applicants should be comfortable speaking in front of groups of various sizes and should demonstrate a desire to work with and around children, as well as to engage with a diverse audience and multiple historical perspectives and interests. This position is part-time and offers flexibility in scheduling, but hours must total at least 10 per month. Because shifts are assigned based on program bookings, weekend and evening hours will be required.

**About the Organization:**

The George Read II House & Gardens comprises a 14,000-square-foot mansion built between 1797 and 1804 and formal gardens added in 1847–48. As an outstanding example of Philadelphia federal style architecture, it was designated a National Historic Landmark in 2017. George Read II was the first U.S. Attorney for Delaware, and his father was a signer of the Declaration of Independence and the Constitution, as well as a governor, U.S. senator, and chief justice in Delaware. Under the stewardship of Philip and Lydia Chichester Laird in the 20th century, the house and grounds became a model of the colonial revival movement and appeared widely in American lifestyle and design publications. The Delaware Historical Society assumed ownership of the site upon Lydia Laird's death in 1975 and undertook a state-of-the-art restoration and furnishing campaign during the 1980s. The Read House is situated in New Castle, Delaware, adjacent to the First State National Historical Park and overlooking the Delaware River. In addition to the RH&G, the Delaware Historical Society oversees the Mitchell Center for African American Heritage, Delaware History Museum, DHS Research Library, and Willingtown Square in downtown Wilmington. It strives to reach culturally diverse audiences through inclusive programming, exhibitions, and site interpretation.

**Responsibilities:**

Conduct tours and educational programming at the Read House & Gardens. This includes walk-in tours on weekdays and weekends, adult group tours, school field trips, and assistance during public programs and special events

Provide excellent customer service skills to ensure a positive experience for museum visitors

Help maintain educational spaces, equipment, and supplies

Contribute to the development and implementation of educational programs and resources

Work with the Read House & Gardens Curator of Education to foster a welcoming and inclusive visitor experience

Ensure welfare and safety of visitors and provide security for collections

Participate in monthly sessions with full-time staff

Complete special projects as assigned

Assist in other related tasks as directed

**Qualifications/Skills:**

Currently enrolled and taking classes at an accredited US college/university/higher education program OR have graduated from an accredited US college/university/higher education program within 6 months of the application posting date

Must have completed at least two semesters at an accredited US college/university/higher education program by time of start date

Some college/university/higher education program courses in history or a related discipline

Interest in situating the Read House within local, national, and global history, including a willingness to continually expand and refine your understanding of historical concepts

Comfort speaking in front of groups, answering questions clearly and directly, expressing concepts effectively to museum visitors, and interacting enthusiastically with people of all ages, educational levels, and backgrounds

Willingness to learn, apply, and refine new teaching methodologies, especially object-based approaches

Effective interpersonal skills and ability to work as part of a team

Comfort with classroom technologies

Positive attitude, an open mind, and flexibility

Ability to navigate stairs, stand or walk for extended periods of time, and lift average-weight objects of up to 25 pounds

**To Apply:**

Please send a resume, brief cover letter, and the contact information for two professional or academic references to [RHinfo@dehistory.org](mailto:RHinfo@dehistory.org).