



Docent Information The ACT Art Gallery 2022



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Unsplash

Are you an art enthusiast?

If so, this might be a perfect volunteer opportunity for you, come and join the team! The Docent Program at The ACT Art Gallery is made up of lively art enthusiasts who love to learn about exhibiting artists, new art processes and the stories behind each of the art pieces. They love to share their knowledge and ideas with others in a gallery setting where a variety of exhibitions are shown yearly. ***If this sounds like you, please apply!***

What is a Docent? A little background

The word 'Docent' comes from the Latin word 'docere', meaning to teach. Today, the title of Docent is given to trained professionals who guide visitors, of all ages, to a greater understanding and enjoyment of the visual arts. Traditionally in Canada, a docent is a volunteer and hence is not monetarily compensated for their work.

Role of the Docent

At The ACT Art Gallery, the Docent's main role is an active one that consists of showing works of art to visitors, suggesting methods of interpretation and assisting visitors to discover the personal meaning art has for them. As primary contact between visitors and works of art, the Docent takes on the vital role to make art accessible and meaningful to each person.

The Docent works closely with the Artistic Administrator who will support the Docent's learning by providing all the educational materials necessary for the Docent to be successful. Currently, there are four Docent positions at The ACT Art Gallery.

Duties of the Docent

Docents must be available to:

- Attend a tour of the opening exhibition, organized by the Artistic Administrator
- Read and understand the educational materials written to support the exhibition, provided by the Artistic Administrator
- Understand the different methods of interpreting artwork and which ones are best to use for different age groups
- Design and write a 30-minute tour that is interactive and engaging
- Arrive 15 minutes before public tour
- Greet individuals as they arrive
- Facilitate a tour
- Encourage participants to complete an evaluation form
- Reflect on how the next tour can be made better
- Liaise with the Artistic Administrator if additional educational information is needed
- Have fun

Qualifications of a Docent

- Desire to play the role of catalyst and discussion leader with members of the public of all ages
- Ability to communicate knowledge and ideas clearly through public speaking skills, and use of correct terminology
- Open-mindedness toward new and different ideas and receptivity to diverse attitudes and opinions expressed by the public
- Have a strong interest in the visual arts
- Interest in The ACT Art Gallery and its activities
- Willingness to become familiar with The ACT Art Gallery exhibitions through reading, research and attending training sessions
- Keep up to date with current literature on various interpretation methods
- Ability to work as a team with other docents, staff and guests

What is the time commitment?

One-time training: When you first start volunteering at The ACT you will be required to take Volunteer Training Level 1, with our Operations Manager, which takes about 2 hours.

Ongoing training: Most Docents spend approximately 3 hours to prepare for their first tour (1 hour for the training tour, 1 hour for reading the materials and 1 hour to write and prepare for the tour)

Tour times: Drop-in tour times will be advertised for Tuesdays and Saturdays from 10:00 to 2:00 pm, you will sign up for two days per month that suite your schedule.

In total, your commitment would be about 11 hours per month.

Next steps

If you are interested in becoming a docent for The ACT Art Gallery please send your resume and covering letter to the address below. Applicants, who best meet the requirements above will be asked to attend an interview. Successful applicants will start their Docent training at the next scheduled training session and be ready to volunteer for the next exhibition!

Thank you for your interest!

Ms. Courtney Miller

Gallery Manager and Curator



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