

# Volunteer Job Description

## Tour Guide

Tour Guides provide visitors and groups with guided tours of Irving House. Tours are offered in order to provide an enriched, informative and interactive Museum experience. Volunteer Tour Guides greet visitors and take them through the period rooms of the house, providing background information on the Irving and Briggs families. Tour Guides also provide information on a selection of artifacts on display and answers visitor questions regarding the family or house. It is also the responsibility of Guides to share program and other information on New Westminister's heritage operations to promote an appreciation of the City's valuable historical resources. Dressed in period costume, Tour Guides are heritage ambassadors who recreate an authentic historical experience for the public.

### Activities

- Greet the public and introduce them to the site and how it was preserved for public enjoyment and education.
- Present in an informal and interactive manner a planned, scripted tour of Irving House.
- Ask questions relevant to room displays and artifacts, in order to engage participants in the tour and link the past to the present.

### Work Site

New Westminister Museum & Archives featuring Historic Irving House  
302 Royal Avenue,  
New Westminister, B.C.,  
V3L 1H7

### Time Commitment

Minimum 2-3 hours biweekly.  
Wednesday - Sunday,  
Time commitment based upon tour bookings and volunteer availability.

### Qualifications

- Good oral communication skills.
- Knowledge of local community history, or interest in learning.
- Enjoy meeting and working with the public.

### Benefits

Help bring history to life for visitors to historic Irving House, one of the provinces oldest and most significant historic sites. Make new friends and develop new skills.

### Staff Contact

Shelly Schnee, Volunteer Coordinator, New Westminister Parks and Recreation  
(604-519-1023)  
Rob McCullough, Assistant Curator New Westminister Museum and Archives  
(604-527-4640)