COLUMBIA RIVER
MARITIME MUSEUM
ASTORIA / OREGON

Lightship *Columbia* Engine Room Docent

Objective: Engine Room Tour Docents lead groups of visitors through a 20-minute tour of the Engine Room. This is a specialized position.

The volunteer will need to be able to walk on uneven pavement, navigate the stairs on the gangway and onboard the vessel, as well as the ladder into the engine room. Docents need to be comfortable working in a small space with no windows or other visual cues to outside surroundings.

Volunteers learn about Lightship *Columbia's* Engine Room with accuracy and will be able comfortable and capable of clearly communicating with small groups of visitors to educate them. Volunteers will be able to answer basic questions about the vessel and its engine room.

General duties:

- The volunteer will arrive at least 15 minutes before the first tour time to make sure the Front Desk and the volunteer in the doghouse know they will be leading engine room tours and will use the whiteboard to list the tour times (at the top and bottom of the hour) to alert visitors in the mess area.
- The volunteer will unlock the gate to the engine room and put the unlocked lock in the gate closure to allow for evacuation but discourage visitors from joining tours in progress.
- Docents will use the lanyard system to ensure tour groups are within safe numbers (up to 15 guests). The volunteer will keep count and record the number of visitors on the Engine Room Tours clipboard recording sheet.

Training: Lightship docents will attend training sessions and shadow tours led by staff or other docents at least twice before taking a shift on their own. Docents are required to attend safety protocol and other training sessions.

Time Commitment: Engine Room tours usually occur between 1:00-2:00. No tours may start after 2:30PM.

Who to Report to: Volunteer Coordinator, Education Supervisor, or Education Director