



Applications are now being accepted for
the 2018 Burchfield Penney Docent Class

What is a museum docent?

A docent is a trained teaching guide. The word "docent" is derived from the Latin verb, "docere," meaning *to teach*. Docents are volunteers in the museum who bring their diverse backgrounds and talents to enhance visitors' experiences. Docents are nonpaid professional volunteers.

What are the prerequisites?

To become a docent at the Burchfield Penney Art Center you must love art and love people! You must be enthusiastic, have the ability to think creatively, to listen carefully, and possess a true passion for learning. If you are interested in sparking conversation, have a desire to connect museum visitors to art and ideas, and are committed to creating a unique and meaningful experiences, you will make an excellent docent.

What is the process for becoming a museum docent?

Prospective docents are first required to complete the volunteer application form and docent questionnaire. You will then be asked to meet with staff and fellow docents to review the application. Applicants accepted into the docent program will be fully trained prior to conducting tours.

The deadline for applying is Friday, October 5, 2018.

What is required of a Burchfield Penney Art Center Docent?

Docents are asked to become Burchfield Penney Art Center members and, as such, will enjoy numerous member's benefits. Docents in training are required to attend regular two-hour sessions, a total of 20 sessions in all, scheduled on **Wednesday mornings from 10:00 a.m. to 12:00 p.m.** Docents are expected to commit to the program for one full year after completing training, providing a minimum of two tours monthly. Docents also are encouraged to attend lectures and other educational programming presented by the Burchfield Penney Art Center and other area museums.

What does docent training entail?

Docent training is a multi-layered program with sessions addressing each of the following strands:

- **Strand 1** is designed to familiarize docents with the history of the Burchfield Penney Art Center, the artistic contributions of Charles E. Burchfield, the legacy of Charles Rand Penney, the extensive collection of regional work, special exhibitions and our outstanding sustainable building.
- **Strand 2** focuses on interpretive techniques and questioning strategies. Docents will be trained to develop tours that guarantee visitors learn through an interactive engaging experience.
- **Strand 3** prepares docents to work with a full range of audiences.
- **Strand 4** provides opportunities for shadowing and practice tours designed to ensure that docents reach a comfort level that allows them to confidently lead their own independent tours.

Why should I consider becoming a docent?

Because we need you! And as a docent you will be rewarded with life-long learning opportunities in the arts, the camaraderie of Burchfield Penney Art Center's docents and staff and memorable, satisfying experiences as you share your knowledge and love of art with others.

Docent Questionnaire:

Name: _____ Date: _____

Email Address: _____ Home Phone: _____ Cell Phone: _____

Emergency Contact: _____

Are you currently a member of the Burchfield Penney Art Center? _____

What would you like to accomplish as a docent? _____

What are your expectations regarding docent training? _____

Do you speak another language, know sign language, or have any other skill that would be beneficial as a docent?

Have you ever served as a docent in any other organization? If so, please elaborate: _____

How did you hear about our docent program? _____

Are you available for the full scheduled training program? _____

If not, please identify dates of absence: _____

In your own words, describe what the word "museum" means to you. _____

Complete this form and return it by Thursday, Friday, October 1, 2016
for consideration to the Burchfield Penney Art Center Docent Program
Mary Marino Kozub
Education Program Manager
Burchfield Penney Art Center
at Buffalo State
1300 Elmwood Ave., Buffalo, NY 14222

2019 Docent Class Schedule

Interviews: October 9 – 12, 2018

Notification of Acceptance: October 18, 2018

Class Time: 10:00 AM – 12:00 PM

Class Dates - 2018:

October 24th

October 31st

November 7th

November 14th

November 28th

December 5th

December 12th

Class Dates - 2019:

January 9th

January 16th

January 23rd

January 30th

February 6th

February 13th

February 20th

February 27th

March 6th

March 13th

March 20th

March 27th

April 3rd

Additional Dates to Remember:

Holiday Luncheon: December 19, 2018

Graduation Tours: April 16 – 19, 2019

Graduation Celebration: April 24, 2019