2019-2020 Available Docent Positions

**Administrative Docent**

*Overview*
This docent will assist with a variety of our ongoing administrative needs. Tasks include letter writing to donors and other constituents, compiling information packets, making follow-up phone calls to visitors, setting up for classes and greeting visitors, and more.

*Qualifications*
Must be detailed oriented!
Comfort with Google Drive and online databases preferred.

**Community Science Docent**

*Overview*
This docent will collect data and conduct community science at our site.

*Qualifications*
Must be detail oriented.
Must be able to operate simple online platforms for data collection.

**Community Supported Agriculture (CSA) Docent**

*Overview*
This docent will staff the CSA, which is a weekly local food share that community members pickup at our site every Wednesday afternoon. [Click here for more information.](#)

*Qualifications*
Availability some Wednesday evenings from 3:45 p.m. to 7:15 p.m.
Familiarity with cooking, using fresh produce (especially during greens season), and being able to give tips for their use and storage is preferred.

**Living Lab Care Docent**

*Overview*
This docent conducts care and maintenance of our various living systems such as native plant gardens, fruit trees, small vegetable plots, chickens and a desert tortoise. Tasks can include watering, weeding, trimming, etc. Other care needs include chicken care and general campus beautification.

*Qualifications/Requirements*
Must be able to come in early when weather is too hot.
Must have physical capability to work outside doing landscape type work (being on your knees, lifting things, moving around, etc.).

Latinx Engagement & Spanish Translation Docent
Overview
This docent assists in our growing effort to engage more of the Latinx population in our organization. Duties can include translation of various materials into Spanish, assisting with bilingual and Spanish tours, and joining our Latinx Engagement Team that consists of other staff and board members.

Qualifications
Fluency, or near fluency, in Spanish.

Maintenance Work
Overview
This docent will assist in maintaining our site. With so many various systems at play, aspects of our site constantly need to be upgraded, fixed and problem-solved. Duties can include a variety of “handyman” type jobs, small to large, associated both with our offices as well as the sustainable living systems such as composting toilets or outdoor showers.

Qualifications
Professional or personal experience as a handyman or maintenance person.

Outreach Event Docent
Overview
This docent will attend community events throughout the year as a representative of WMG.

Qualifications
Weekend availability.
Outgoing and energetic - ability to easily build connections with strangers.

Tour Docent
Overview
This docent will work in a team to lead scheduled tours of our public demonstration site - the Living Lab & Learning Center.

Qualifications
Ability to speak passionately about sustainable living practices and water harvesting (will learn in training program).
Welcome Center Docent

Overview
This docent staffs the Welcome Center at our Living Lab & Learning Center, which is both a demonstration site and our staff offices. This person will greet visitors and direct them to the appropriate place, provide impromptu tours for drop-ins, answer phone calls from the public, assist with some administrative tasks, beautification of campus, and more.

Qualifications
Ability to follow simple procedures for dealing with the public.
Extremely welcoming demeanor.
Must have a weekly set schedule for this position.