



SAF's Walker Guest House Replica Docent Application

Last Name, First Name, Middle Initial

Email Address

Mailing Address

Cell Phone

Home Phone

Office Phone

Name of Emergency Contact

Phone Number(s) of Emergency Contact

Preferred Day(s) of the Week for Volunteer Shift

Preferred Shift Time

- Morning Shift (10am to 1:30pm)
- Noon Shift (11am to 2:30pm) Saturday, Sunday and Mondays Only
- Afternoon Shift (1:30pm to 5pm)

Notes: _____

Please mail your application to:

SAF Docent, PO Box 2911, Sarasota, FL 34230

Questions: Contact Anne Marie Bergevin at 941-224-5469 or docents@saf-srq.org

Information on the Walker Guest House Replica (WGHR) Docent Program

The WGHR docent program is a work in progress. We welcome your ideas and suggestions.

**Questions: Contact Anne Marie Bergevin at 941-224-5469 or docents@saf-srq.org
www.SAF-SRQ.org/walkerguesthouse**

The Basics

1. We'd like all docents to be a member of SAF.
2. Volunteer for no less than two shifts over each four-week period. A weekly shift (or more!) would be great. Docents volunteering for more frequent shifts will be given first choice of days and times.
3. The WGHR's opening hours will be the same as The Ringling's – 10 am to 5 pm daily, closed on Thanksgiving, Christmas and New Year's Day.
4. We have three shifts daily, with each shift being three-and-a-half hours... one docent per shift. The shift schedule:

Morning Shift: 10 am to 1:30 pm

Noon Shift: 11 am to 2:30 pm - This shift will be added on busier days, especially during Season (February - April). The museum's busiest periods are 11 am to 2 pm daily and Mondays (Legacy Day, when there is no admission fee).

Afternoon Shift: 1:30 pm to 5 pm

Please note that visitors to The Ringling grounds, including visitors to the WGHR, do not pay an entrance fee. Fees are only required for entrance to the museum, Ca' d'Zan, etc., on days other than Monday.

5. We're also looking for substitute docents. These docents will be volunteers ready to jump in on short notice when the scheduled docent is unable to attend. The WGHR cannot be open without a docent present, so it's important that docents give advance notice when they can't make their assigned times.
6. The WGHR will be exhibited at The Ringling from November 2015 through October 2016. Docents do not need to commit to the entire 11-month period, but we'd appreciate a three-month commitment.
7. We're also looking for one or two SAF members to serve as Docent Directors, managing and advising the docents. If you're interested in these important positions, please contact us.

Docent Responsibilities

8. The first responsibilities of the docent is to ensure the safety of our visitors and the protection of the exhibit. We'll establish an occupancy number for the WGHR (probably no more than 10 guests) and the docent will be responsible for controlling the flow of guests.

continued

Information on the Walker Guest House Replica (WGHR) Docent Program *continued*

9. Docents will welcome visitors and engage them on these topics:

- Sarasota School of Architecture movement
- Paul Rudolph, especially his Sarasota years
- Ralph Twitchell and his relationship to Rudolph
- The history of the Walker Guest House
- Ca' d'Zan and the WGHR link
- WGHR, including challenges in creating the replica, how it's different from the original, etc.
- Interior of the WGHR, including the Rudolph-designed furniture and other item
- Ezra Stoller, the photographer of Rudolph's early projects
- The Ringling events and buildings

10. We're planning to produce short videos to be shown on a monitor in the WGHR bedroom. A few directors' chairs will allow visitors to sit while they enjoy the videos.

Training

11. All docents need to attend a training session at The Ringling Museum in cooperation with the Departments of Education, Volunteer Services/Human Resources and Security. Topics covered at this training include:

- Way finding at The Ringling
- Security protocols
- Behavior expectations
- Engagement strategies
- Walker Guest House Replica

Upcoming training session dates to be announced.

12. SAF will provide docents with print materials on relevant topics and we encourage all docents to visit SAF-SRQ.org and visit the Walker Guest House page

More great docent resources include the following books:

- "The Sarasota School of Architecture" by John Howey
- "Paul Rudolph: The Florida Houses" by Joe King and Christopher Domin
- "The Architecture of Paul Rudolph" by Tim Rohan

These books are available in the gift shop at The Ringling. SAF will also circulate copies for docents and will stock a set in the WGHR.

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