



Position: Museum Interpreter
Status: Part-time, \$14/hour
Reports to: Director of Preservation & History

Position Summary

Morven Park, Loudoun County's 1,000-acre backyard, is where our visitors know they can find their "happy place." Our magnificent historic estate offers guided tours, educational programs, and picturesque grounds, while our world-class equestrian center hosts highly popular competitions, schooling opportunities, and community events.

The Davis Mansion at Morven Park has a 240-year history and from 1903-1942, it was home to Westmoreland and Marguerite Davis. Visitors hear the stories of the civic and social lives of former Virginia Governor Westmoreland Davis and his wife, Marguerite, from the first half of the 20th century. The Davis furnishings, which include 16th century Belgian tapestries, Spanish cassones, hundreds of silver pieces, Hudson River Valley painting, and Asian treasures, remain on display throughout the mansion.

The part-time Museum Interpreter assists the Museum Services Coordinator in the daily operations of the Davis Mansion and is part of the Preservation and History department. The Museum Interpreter provides visitors with information and leads tours.

The Morven Park museums are open Fridays – Mondays, 9:45am – 4:15pm from March through December. The part-time Museum Interpreter is expected to work a set schedule of six (6) to seven (7) shifts per month divided between Saturdays, Sundays, and Mondays when the museums are open. There are no work hours available during January and February.

Our ideal candidate will have:

- Excellent public speaking and presentation skills.
- Desire and ability to work with visitors of all ages and backgrounds.
- Passion for sharing history.
- Strong customer service skills.
- Knowledge of early 20th century Virginia history a plus, but not required.
- Previous experience in the field of history, museums, or teaching are helpful but not required. Training is provided.

Responsibilities:

- Assist with museum opening and closing procedures.
- Welcome visitors in the Visitor Center and provide information about Morven Park. Sell tour tickets, Morven Park memberships, and gift shop items.
- Lead visitors on a guided 45-minute tour through the Davis Mansion.
- Complete light cleaning as required to create a welcoming space for visitors.
- Other tasks related to the museum and its programming.
- Position requires frequent sitting, standing, climbing stairs, and walking for extended periods.

To apply, please send a cover letter, resume, and references to Employment@morvenpark.org.

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