

## Document 12

### Travel Through Time in the Junior Docent Program

*Are you a student between the age of 13 and 17 who might be interested in:*

- Museum careers (educator, curator, exhibit designer, conservator, etc.)?
- Learning about history of the Albemarle region?
- Working with young children in creative activities?
- Meeting other teens with similar interests?
- Enhancing your resume for college and job applications?

If you can answer yes to any of those questions please consider volunteering as a Junior Docent.

### Who are Junior Docents?

Highly motivated young students between the ages 13 to 17 are invited to become part of the exciting Junior Docent program. Junior Docents are museum volunteers who are trained to participate in family and children's programming and to help museum visitors better understand and appreciate the history of our area. Junior Docents assist in a variety of programming including: gallery tours, costumed interpretation, living history events, creative children's activities, gallery carts and hands-on-history.

Becoming a Junior Docent is an opportunity for teenagers to explore history, develop skills in leadership, time management and public speaking while at the same time making a significant contribution to the community.

Selection is based upon application, teacher recommendation, parent or guardian permission, and an interview. Junior Docents are required to volunteer at least four hours a month and are expected to remain in the program for one year.

If you would like to participate in this exciting program as a Junior Docent please call Charlotte Patterson at 252-331-4032 or email at [charlotte.patterson@ncdcr.gov](mailto:charlotte.patterson@ncdcr.gov)

In order to be considered for the Junior Docent program, please submit the forms at this link and return to the museum.

**(Attach Jr. Docent pdf)**

## Document 13

### Sponsorship

Special thanks to the Perry Auto Group for their generous sponsorship of the 2006-2011 Junior Docent program. Their charitable support has allowed the Museum to purchase nametags and official shirts for the Junior Docents, as well as plan exciting events like the annual holiday party as well as the year-end recognition banquet. Please visit their website:

<http://www.perryautogroup.com/HomePage> (Please add Perry Auto logo)

If you are interested in supporting the Junior Docent program, please contact Charlotte Patterson at 252-331-4032 or [charlotte.patterson@ncdcr.gov](mailto:charlotte.patterson@ncdcr.gov)

Sponsorship of the Junior Docent program includes:

- Your organization's name featured each time the Junior Docents are participating in a public event
- Your organization's name featured in any promotional material published about the Junior Docents (i.e. newspaper articles, etc.)
- A link to your organization's website on the Museum of the Albemarle's website
- Regular updates on the progress of the work being done by the Junior Docents
- An invitation to the year-end recognition banquet



**Junior Docent  
Teacher Recommendation**

Applicants for the Museum of the Albemarle Junior Docent Program are highly motivated students between the ages of 13 and 17. These students are trained to interact with museum visitors, by leading tours, participating in family and children’s programming, living history events and otherwise help Museum visitors better understand and appreciate the museum experience. Our goal is to instill the desire in the student to explore history, develop skills in leadership, time management and public speaking while at the same time making a significant contribution to the community.

To be considered for the Junior Docent program each applicant must submit a recommendation from his or her teacher, counselor, etc. We appreciate your participation in this project.

Student’s Name: \_\_\_\_\_

Teacher’s Name: \_\_\_\_\_ Teacher’s Phone: \_\_\_\_\_

Subject taught or relationship to student: \_\_\_\_\_ How long have you known the student? \_\_\_\_\_  
Please rate the student on the following:

**Study Skills:**

Above Average                      Average                      Satisfactory

**Dependability:**

Above Average                      Average                      Satisfactory

**Ability to work with others:**

Above Average                      Average                      Satisfactory

**Speaking Skills:**

Above Average                      Average                      Satisfactory

What talents or skills do you think this student has to offer to the Junior Docent program?

What skills do you think are important for this student to gain from the Junior Docent program?

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Please write any additional notes on the back of this form  
For additional information call Charlotte Patterson at 252-331-4032  
Please return to: Museum of the Albemarle,  
Attn: Charlotte Patterson, Education Coordinator  
501 South Water St.  
Elizabeth City, NC 27909



***Junior Docent Program  
Student Application***

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_  
School: \_\_\_\_\_  
Grade: \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Other Languages Spoken: \_\_\_\_\_

1. Briefly describe why you would like to be a Junior Docent at the Museum of the Albemarle.

2. List some special classes and extracurricular activities or hobbies that you feel would help us learn more about you.

3. What would you like to learn from this program?

4. If selected, you will be coming to the Museum at least three times per month for a year.  
a) Will you have reliable transportation to the Museum?  
b) Are you committed to attending training sessions?  
c) Are you committed to follow through with this program?

Please sign below to show that you have read and completed this application to participate in the Museum of the Albemarle's Junior Docent Program.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Please return the following: application and parent/guardian permission form to:

**Museum of the Albemarle  
Attention: Charlotte Patterson  
501 South Water Street  
Elizabeth City, NC 27909**



***Junior Docent Program  
Parent/Guardian Permission***

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Please list main contact information:

Parent/Guardian Name(s): \_\_\_\_\_

Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Contact Email: \_\_\_\_\_

1. Contact in case of emergency other than Main Parent/Guardian:

Name: \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Relationship to Jr. Docent: \_\_\_\_\_

2. Contact in case of emergency other than Main Parent/Guardian:

Name: \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Relationship to Jr. Docent: \_\_\_\_\_

3. Does the applicant have any allergies or other special medical or physical needs?
4. May we have permission to use photographs of your child to promote Museum of the Albemarle?
5. If selected, your child will be coming to the Museum an average of three times per month for a minimum of four hours a month for a year. Will he/she have reliable transportation?

I support my son/daughter's commitment to the Museum of the Albemarle's Junior Docent program. I am aware that he/she has assumed the responsibility of volunteering for the required time and I will be certain that he/she is present for the assignment or that the supervisor is informed of absences. I also agree to attend an Interview/Orientation session with my son/daughter.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Please return the following: Parent/Guardian Permission Form and Junior Docent Application to:

**Museum of the Albemarle**  
**Attention: Charlotte Patterson, Education Coordinator**  
**501 South Water Street**  
**Elizabeth City, NC 27909**