



## Coach Tour Guide

<b>Term:</b>	Part-time. Employment may be terminated or extended at the will of the VMHA.
<b>Start Date:</b>	TBD April, 2026
<b>Schedule:</b>	Part-time, specific to 2026 Cruise Ship schedule
<b>Wage:</b>	\$20.00 hourly
<b>Benefits:</b>	There are no benefits for this position as determined by VMHA Personnel Policies.
<b>Reports to:</b>	Curator of Collections and Interpretation
<b>Employer:</b>	The VMHA will contribute to the State Unemployment fund for the employee and will provide Worker's Compensation to cover the employee in case of a work-related injury.
<b>Position Overview:</b>	Tour guide for cruise ship tours and overland tours. Travel on a prescribed route through Valdez, Richardson Highway, and Hatchery where passengers disembark to explore the surrounding environment. Create place-based experiences while sharing the stories of Valdez and the region. Direct participants' attention to key sites, natural phenomena, flora and fauna that illustrate the unique history, events, geography and cultural expression of the area as seen in evidence.
<b>Essential Job Functions:</b>	<p><b>Helping people who visit become familiar with Valdez and the region:</b></p> <ul style="list-style-type: none"><li>• Attend training to become knowledgeable about the specific Valdez history and natural history that is a part of this tour.</li><li>• Self-starter with the willingness to study and learn about the area on your own</li><li>• Excellent public speaking skills</li><li>• Ability to highlight the key points of the tour with ease and in a timely manner</li><li>• Field and answer questions quickly</li><li>• Able to give clear directions to places of interest</li><li>• Able to interact with people from different backgrounds and those with limited mobility</li><li>• Able to stand and speak on moving bus</li><li>• Personable and friendly</li><li>• Punctual, yet flexible</li></ul>

**Helpful, but not necessary**

- Second language knowledge: French, German, Italian, Spanish. American Sign language, etc.

**Tour guides will perform the following tasks:**

- Learn the prescribed route and information provided by the Museum
- Greet tour groups at locations, provide tour, embark and disembark coach with groups at various stops
- Describe places and sites to visitors

**Job**

**Requirements:** **Training:** Training is required and is paid. Training begins late March/early April with Museum to thoroughly understand the tour route, timing, content, and delivery.

**Providing Tours:** Provide coach tours professionally.

This job description is not intended to be all-inclusive. All museum employees are expected to perform other duties to the ongoing needs of the organization.



