

POSITION: DIRECTOR OF TOURS AND EDUCATION

The Director of Tours and Education at Peralta Hacienda Historical Park directs two programs: School Field Trips and Museum & Site Tours. The position requires knowledge of the history of the site, including both Native life ways and the Peralta rancho, and immigration history of the contemporary community. The Park and Museum are in the vibrant community of Fruitvale, in Oakland, California. **Please send your resume to info@peraltahacienda.org with the subject line: Tours and Education Director.**

School Field Trips Program

3rd and 4th grade classes come for hands-on outdoor experiential history activities at Peralta Hacienda during the school year. The program serves 100-120 schools annually for four to five 3-hour visits per week. The activities are arts and culture-based and correspond to California State curriculum social studies guidelines. An existing manual describes the activities in detail. An experienced assistant helps the director with all school field trips.

Responsibilities include teaching, as well as documenting, reporting, gathering evaluation data, and consultation with the Executive Director on grants for the program and with the Marketing Director on outreach to teachers and schools.

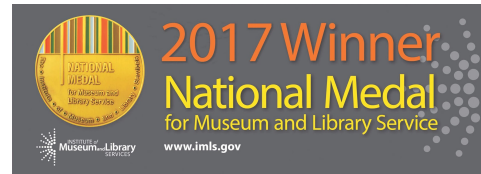
The new program director will also be helping to revise the program to reflect current historical thinking and new research on California Native peoples and connect it to community members.

Essential Skills and Experience

- Ability to communicate and connect with children of many cultures; experience working in diverse communities.
- Training and experience as an educator.
- Organizational ability. The EPD must manage the activity stations, supplies, and instruction as well as booking and other communication with schools and teachers. Experience with similar programs must be demonstrated.
- A gift for making history real and vivid, including dramatic ability.
- Knowledge of California history and history of Peralta Hacienda.
- Commitment to, and knowledge of, student-centered learning.

Desirable Skills and Experience

- Spanish language ability is desirable, and other languages also useful with the diverse students of Oakland.
- The skills to develop online activities.



Museum & Site Tours Program

The director conducts guided visitor tours of the historic house and site, as well as recruiting, training, and supervising docents, both teen and adults from the community. A docent-training manual and other resource for docent training have been developed. The historic house is open for tours 12 hours per week. We use a visitor-centered approach where every visitor is encouraged to explore, feels unique and valued, and discovers something about him or herself. The tours program director is the chief docent and creates special tours focusing on different threads of site history. We are open to new and creative approaches.

Essential Skills and Experience

- Ability to communicate and connect with people of many cultures.
- Training, experience, and talent as an educator.
- Organizational ability. Experience with similar programs must be demonstrated.
- A gift for making history real and vivid.
- Knowledge of California history and history of Peralta Hacienda.
- Commitment to, and knowledge of, visitor-centered museum experience.

Desirable Skills and Experience

- Spanish language ability is desirable, and other languages relevant to Oakland such as Vietnamese, Mien, Cambodian, Mam, and Chinese.
- The skills to develop online activities.

Schedule and Hours

School Field Trips

6 hours x 3 trips per week average = 18 hours + 6 hours additional admin and prep = 24 hours per week

House and Site Tours

12 hours public tours + 4 hours varies between docent training, gathering evaluation data, reporting = 16 hours weekly

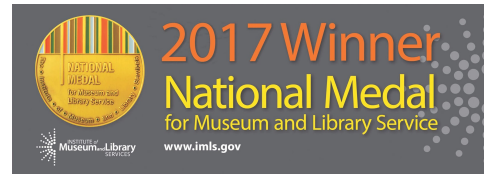
Compensation

Full-time, \$30/hr. plus extra healthcare stipend of \$250 per month

PERALTA

HACIENDA HISTORICAL PARK

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About Peralta Hacienda Historic Park

Peralta Hacienda Historical Park is a 6-acre historic site in the Fruitvale District of Oakland. The site includes the Peralta House Museum and Center for History and Community, the Adobe Area with adobe footprints from the Spanish and Mexican periods and outdoor walk-in exhibit alcoves, Native Plant Garden, Peralta Creek Nature Area, heirloom fruit tree orchard, and more. Its indoor and outdoor multi-sensory exhibits were developed under grants from the National Endowment for the Humanities and the Institute for Museum and Library Services, and are distinguished by changing community exhibits about cultures living here today, as well as permanent historical exhibits about the intertwining of the histories of the Native Americans and the Peraltas during the Spanish, Mexican and early American eras. The surrounding Fruitvale community epitomizes the New America in its diversity, with African American, Latinx, Middle Eastern, Native American and Asian/Pacific Islander populations constituting over 90% of the district's residents.

Our Vision: Every Human Being Makes History

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