



JOB DESCRIPTION

Museum Scholar Tour Guides

The Museum of the City of New York celebrates and interprets the city, educating the public about its distinctive character, especially its heritage of diversity, opportunity, and perpetual transformation. The Museum is riding an exciting wave of success and is in the midst of a revitalization of its mission and operations, which centers on the renovation and expansion of its historic building, the advancement of the stewardship of its collections, and new and ambitious exhibitions, publications, and public and school programs.

The Museum of the City of New York is recruiting Ph.D. candidates, post-doctoral researchers, and early-career academics interested in gaining experience in public history to provide tours as Museum Scholars to visiting groups including college/university students, foreign tourists, seniors, professional organizations, and alumni associations.

The Museum is pleased to offer a roster of interactive and personalized guided tours. Tour offerings include “Highlight” tours, as well as in-depth visits to the Museum’s temporary and ongoing exhibitions. Tours typically last between 60 and 90 minutes, and are offered during regular museum hours: 10:00am – 6:00pm, seven days a week. Evening hour tours are offered by special request.

Ideal candidates will have excellent public speaking skills, fluency in a foreign language, an interest in understanding and relating history through artifacts and images, and an ability to synthesize and communicate new information from the Museum’s rotating schedule of exhibitions. Though an understanding of New York City history is essential, candidates from a range of academic disciplines are encouraged to apply.

Trainings will take place around ongoing and temporary exhibitions to prepare Museum Scholars for guiding groups.

Expectations: Guides are expected to be available to lead tours one day a week and one weekend per month. Hours are not guaranteed and are based on booking requests. Guides should expect to spend up to two hours at the Museum per scheduled tour. Guides are also expected to attend trainings or, if unable, to review material on their own.

Compensation: Guides will be paid a flat rate of \$75 per tour, and a separate hourly training rate.

Contact: Please send a cover letter and resume to Museum of the City of New York, Attention: Human Resources Department, 1220 Fifth Avenue, New York, NY 10029, or send an email with this information to jobs@mcny.org. To be considered, please include Museum Scholar within the subject line of your email. The Museum of the City of New York is an equal opportunity employer.

The Museum of the City of New York is committed to fostering a collaborative and respectful work environment with a staff as diverse as New York City and the audiences who are curious about learning more about its history and engaging in contemporary urban issues. Our staff members are dedicated to working towards a common goal: creating the most dynamic and inspiring city museum in the world.

The Museum of the City of New York is an equal opportunity employer. As such, the museum provides equal employment opportunity for all employees and applicants without unlawful discrimination with respect to age, citizenship status, color, creed, disability, ethnicity, gender identification, marital status, military status or veteran, national origin, political association, political/personal convictions, predisposing genetic characteristics, race, religion, sex, sexual orientation, socio-economic status, geographic location, philosophies, or any other classification protected by federal, state or local laws, in all employment decisions, including but not limited to recruitment, hiring, training, compensation, promotion, demotion, transfer, lay-off, and termination, and all other terms and conditions of employment. All employment-related decisions are based solely on relevant criteria including training, experience, and suitability.