



**Do you love history and the arts?**

**Become a Montalvo Tour Guide/Docent and Join Our Team for the Villa Centennial!**

Montalvo Docents are knowledgeable volunteers familiar with the Villa, it's history, Senator Phelan, Saratoga history, and the buildings and grounds. Docents lead public tours and welcome park visitors to the grounds on summer weekends. Docent class graduates receive priority scheduling for volunteer assignments at concerts.

Docent training requires seven weeks of meetings, plus a practical evaluation demonstrating sufficient knowledge and skill as a tour leader. Docent graduates are asked to make a one-year commitment to lead tours by arrangement.

**Qualifications to become a docent:**

- A love of local history and the contemporary arts is a must!
- Ability to speak to groups of various ages
- Warm, friendly and flexible personality
- Ability to walk tour routes that may include stairs or grades
- Must be at least 16 years of age
- Bilingual docent trainees are encouraged to join us!

**The 2010 Docent Training class schedule (Schedule and guest speakers subject to change) :**

General Training (for those who are not currently Montalvo Volunteers)  
- by arrangement

Docent Specific Training

- Saturday, February 26, 9 am-12 pm: Program orientation and tour
  - Saturday, March 5, 9 am-12 pm: Architecture
  - Tuesday, March 8, 7-9 pm: Senator Phelan and local history
  - Tuesday, March 22, 7-9 pm: Artist Residency Program and history
  - Tuesday, March 29, 7-9 pm: How to be a Docent and Lead Great Tours
  - Saturday, April 2, 9 am-12 noon: Grounds and Gardens
  - Saturday, April 9, 9 am-12 pm: Program wrap-up and review
  - By arrangement: 90-minute mock-tour, demonstrating ability to lead a tour.
- Must be completed within one-month of class end.

NOTE: All classes are required to receive your tour guide certification.

A materials fee of \$30 will be charged for the book "Legacy of a Native Son" and other program materials.

**Information: Montalvo Volunteer Resources at 408.961.5828 or [volunteer@montalvoarts.org](mailto:volunteer@montalvoarts.org).**