

Thank you for your interest in becoming a Docent at the Bedford Gallery!

At the Bedford, Docents offer educational tours of art exhibitions. Engaging the audience, asking and answering questions, providing background information for art works, as well as offering art historical context are some of the key components of a Docent's job. Studies have shown that if visitors talk about the artworks, and understand the pieces on display, they are more likely to enjoy and remember their experience!

Primarily, Docents offer tours for school age children in grades K-5 with occasional tours for older students and adults. Docents also participate in our outreach program, "Art in a Suitcase", which takes art education into the classroom. The Bedford provides Docents with training, exhibition previews, a study guide and workshops.

Docent Training:

All new Docents must successfully complete the training program before leading any Gallery tours. Docent training takes place every fall and consists of 5 educational sessions, each of which must be completed in order to become a Docent. For 2018, Docent Training courses will be held Wednesdays **September 26 and October 3, 10, 17, and Oct 24. Classes are held from 1 – 3:30 pm.** No prior teaching or art experience is required. New docents are required to job shadow a tour prior to the training. This process informs new docents of what to expect when touring students in the Bedford Gallery which enhances your understanding of the training.

There is a \$43 fee to complete the series.

Docent Involvement and Responsibilities:

Every year, the Bedford Gallery hosts 4 exhibitions at approximately 3 month intervals. For each exhibition, Docents will be expected to participate in continuing educational training that includes lectures with participating artists, curator's talks, and informational sessions. These include but are not limited to:

Docent Overview: Held before an exhibition opens. Overviews bring exhibiting artists to the Gallery to discuss their work with Docents and answer questions. Docent Overviews are held in the morning, 9:45-12pm.

Workshop: During the Workshop, Docents are introduced to the touring themes, techniques, and the Art Project for each exhibition. Workshops are held in the morning, 9:45-12pm.

Tours: Docents usually **lead tours 4-6 days during each exhibition** and accompanying art projects however, frequency is depended upon school sign-ups for shows and Docents may be called upon to help out more. Tours are scheduled in the mornings on Tuesdays, Wednesdays or Thursdays from 9am-12pm.

Art in a Suitcase: Bedford Gallery takes art to the classroom. Docents are strongly encouraged to participate in this outreach program. Feel free to email Joann Pavlinec: joapav@gmail.com
You may participate at any time upon becoming a Docent member and do not have to have completed training to help facilitate this program in the schools.

You may become a Docent at any time throughout the year and immediately begin participating in Docent activities, with the exception of leading student tours in the gallery. Once you have successfully completed the training classes, you may begin touring. Membership dues are \$35 per year, with an additional one time charge of \$8 for your name badge to be given to you upon completion of docent training.

Total fees for training, dues, and badge is \$83, checks can be made out to Bedford Gallery Docent Council.

If you choose to join now, or would like more information please contact Carmen Kelly at kelly@bedfordgallery.org