

## **Bonsai Garden Guardian:**

### **Job Description:**

Maintain the health and appearance of the landscaping in the bonsai exhibit area and reserve area by performing tasks such as: weeding, raking, cobweb removal.

Maintain the health and appearance of the bonsai by performing tasks that will include bonsai weeding, grooming, pot cleaning, and inspection of bonsai irrigation systems for proper function.

Inspect the bonsai in both the display and reserve areas and report any concerns to the Curator or Volunteer Coordinator.

### **Skills:**

May have prior experience with landscape work or bonsai, but no experience is required

Need to be healthy enough to perform physical jobs in a range of weather conditions

Be observant and responsible for regular attendance and have a strong work ethic

### **Training:**

Work under the close supervision of the Curatorial team or Volunteer Coordinator until they have demonstrated that they have acquired the skills and confidence to work independently.

Observe and learn from the work of the Curator and the Curatorial team to acquire higher level skills and knowledge.



## **Garden Guardian (continued)**

### **Commitment:**

Work at least one to two shifts per month, on weekdays when the Curatorial Team is present, and/or on one weekend day per month.

Work additional time for special projects, such as the opening of an exhibition or for events.

Anyone interested in progressing to working with the Curatorial Team on higher level work on the bonsai collection, will need to put in much more than the minimum time.

### **Curatorial Team Members:**

### **Job Description:**

Assist the Curator and the Professional Bonsai Consultant in maintaining the health and aesthetic quality of the bonsai collection.

Create bonsai for sale.

Participate in exhibition changes three times a year, including preparing bonsai for display and moving bonsai in and out of the exhibit area.

As needed, answer visitor questions, demonstrate bonsai styling during events, assist in teaching bonsai-making classes.

### **Skills:**

Have developed sufficient skills and experience to perform the required functions.

Be healthy enough to perform the necessary physical work in a range of weather conditions,

### **Training:**

Has prior experience working with bonsai and is committed to expanding their skills and knowledge in keeping with the Clark Museum established procedures and protocols under the supervision of the Curator and Professional Consultant.

### **Commitment:**

Work at least once a week on Curatorial Team work days and attend monthly two-day workshops with the Professional Consultant.



## **BECOME A CLARK BONSAI MUSEUM VOLUNTEER!**

If you have visited the Clark Bonsai Collection at Shinzen Japanese Garden in Woodward Park, you were probably impressed by its beautiful serene ambiance and the impressive, carefully crafted bonsai. But what you may not have considered is that all of this was created and is maintained by a cadre of dedicated volunteers who tend to the landscaping and structures of the bonsai garden and the health and beauty of the bonsai. You may have also interacted with a friendly knowledgeable docent who welcomed you and answered your questions about the bonsai and the garden. Whether you enjoy working with your hands or learning more about Japanese art and culture, especially the art of bonsai and enjoy sharing what you learned with others, you might enjoy becoming a volunteer. We are in serious need of volunteers to keep the garden open to increasing numbers of visitors. Please consider becoming a member of the Clark Bonsai Museum Volunteer Family!

Visit [www.clarkbonsaimuseum.org](http://www.clarkbonsaimuseum.org)

### **Benefits of being a Bonsai Host or Docent:**

Learn about the art of bonsai and aspects of Japanese aesthetics and culture.

Have the pleasure of communicating with a wide variety of people from near and far.

Enjoy the satisfaction of sustaining the bonsai garden and enhancing the experience of our visitors.

### **Title: Bonsai Host (an entry level position)**

#### **Job Description:** A host will

receive orientation to the job of greeting and monitoring visitors to the bonsai garden

provide security for the collection and answer basic questions.

#### **Skills:** The volunteer

has an interest in learning about the art of bonsai

enjoys interacting with the people who visit the bonsai garden.

#### **Training:**

Requires a one hour orientation to the hosting duties and shadowing an experienced docent until the volunteer feels prepared to “go solo.”

#### **Commitment:**

Based on their availability, Hosts sign up for three hour shifts a minimum of once or twice a month from Wednesday-Sunday and Holidays.

### **Title: Bonsai Docent**

#### **Job Description:** A docent will

Perform bonsai hosting duties, greeting and monitoring visitors to the bonsai garden, providing security for the collection.

Provide guided tours of the collection and answer a full range of questions about bonsai, the exhibition on display and the collection.

Share their enthusiasm about bonsai and what they have learned with others, increasing visitor interest and enjoyment of the bonsai garden.

If they choose, complete Shinzen Garden docent training and participate in providing scheduled full garden group tours

#### **Skills:** Be an effective learner and communicator.

#### **Training:**

Receive the one hour orientation to the hosting duties and shadow experienced docents to build knowledge and confidence.

Attend a one hour introduction to bonsai, its history, artistry, techniques, styles and horticulture.

Participate in continuing docent training which includes a “walk and talk” lecture tour of each new exhibition.

Study and review the information contained in the Exhibition Book and DropBox to refresh their memory and expand their knowledge.

### **Commitment:**

Serve a three-hour shift a minimum of once or twice a month based on personal availability, from Wednesday-Sunday and holidays.

Provide scheduled group tours of the bonsai garden, sometimes as part of Shinzen group tours.

Often choose to participate in special events sponsored by the CBM and Shinzen.



### **MISCELLANEOUS ORGANIZATIONAL SUPPORT**

Every organization needs a variety of support to function. Your special secretarial, organizational, artistic, speaking or technical skills could provide much needed help in achieving all of the ambitious goals of the Clark Bonsai Museum.

**BONSAI SECRETARIAL SUPPORT:** Transcribing information from the guest book; writing donor thank you letters; serving as recording secretary at meetings, responding to inquiries in the guest book or the website, and etc. Maintaining bonsai and volunteer records on the databases.

**I.T./SOCIAL MEDIA:** Gathering information and pictures for promotion on Facebook, Instagram and the CBM website.

**PHOTOGRAPHY/VIDEOGRAPHY:** Use your skills to take pictures of the bonsai and the activities in the garden. Video record educational work sessions and demonstrations.

