

Job Position: Historic Trades Craft Person/Interpreter

Reports to: Director of Historic Operations, Craft Shop Managers

Hours: Seasonal

Sauder Village Mission Statement: As a destination of choice, Sauder Village offers guests experiences rich in history, hospitality, creativity and fun.

Primary Goal: The primary goal of every position at Sauder Village is to do our best to uphold the mission statement by working to insure every guest has a positive experience while visiting our village. The function of this position is to engage guests in the rich tradition of American Crafts and to produce high quality products for the retail market.

Essential Functions (Responsibilities) include the following:

1. Demonstrate excellent communication skills
2. Interact with guests of all ages in an engaging manner
3. Produce products for the retail market following quality guidelines established by Shop Manager.
4. Follow shop guidelines for handling sales and record keeping of items purchased and made.
5. Keep up to date on activities, events and other information related to the Sauder Village complex at large.
6. Work to improve craft techniques and skills.
7. Attend training and information sessions provided by Historic Village staff
8. Work cooperatively with Historic Village Management and other interpreters on creating and implementing ways to improve the guests' experiences
9. Exhibit strong interpersonal skills resulting in consistently good interactions
10. Promote a positive work environment
11. Work as scheduled, including weekends and holidays, according to the Historic Village attendance and scheduling procedures
12. Follow Costuming Guidelines for shop.
13. Do housekeeping in buildings and surrounding area as appropriate and necessary.

Skills, Requirements, and Conditions: Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Self-motivated and able to work in a team environment
2. Committed to improving the guests' experiences at Sauder Village
3. Open to new ideas and willing to be flexible
4. Open to constructive suggestions for improving job performance
5. Able to manage time effectively
6. Dress in appropriate costume as outlined in the Historic Village Costuming Manual
7. Required to do heavy lifting at times up to 50 pounds for short periods
8. Able to stand for long periods of time
10. Able to bend, kneel, stoop, climb and perform repetitive motion
11. Able to work both indoors and outside in non climate controlled environments.
12. Able to work in an environment with odors, dust, mildew, molds, smoke, poor ventilation and high humidity