



## TOUR GUIDE x7 3 Months Contract

10-11-2017

The above mentioned position is available in the Public Heritage Education Department at Robben- Island Museum.

Reporting to the Unit Manager Tour Guiding the incumbent will be responsible to relate the multi- layered history of Robben Island Museum in a coherent professional manner to visitors and conduct research about the history of Robben Island Museum in relation to the history of SA and the world and combine the information in a story that gives visitors, to the Island, an opportunity to recognise and acknowledge Robben Island Museum's socio-political history in relation to its natural and built environment.

### Duties and Responsibilities:

- Referring to the tour schedule to obtain tour times and numbers;
- Verifying appropriate vehicle and driver are available, check tour guide equipment;
- Receiving tourists and assess their needs and co-ordinate the necessary arrangements (e.g. wheelchairs, prams);
- Acquainting the tourist with the tour structure, amenities and rules and regulations of RIM;
- Conducting the tour of Robben Island Museum highlighting information related to political history, history of the built and natural environment;
- Contextualising the history of the world and relate it to the history of Robben Island Museum;
- Managing stops during the tour;
- Searching for information relating to Robben Island Museum history and political issues;
- Participating in discussions, forums, meetings and training sessions within or outside Robben Island Museum;
- Discussing and expand information, design and implement information into the tour;
- General administrative duties.

### Experience and Technical skills:

- Diploma/Degree in Tourism/History or Social Science
- First Aid certificate
- Fluent in at least 2 SA official languages
- Foreign language – optional but an advantage
- Computer literacy
- Code 8 or code 10 drivers license- optional but an advantage
- 2years relevant experience

RIM is an EE, AA, employer, RIM reserves the right not to make an appointment if suitable candidate are not found. Forward a detailed cv, accompanied by certified copies your ID and qualification certificates as well as contactable referees, to [recruitment@robben-island.org.za](mailto:recruitment@robben-island.org.za) or by no later than **10 November 2017**. Note : If you do not hear from us within 30 days, please consider your application unsuccessful. Please note your attachment should not exceed 10MB: