Potter

The Potter supplies the Museum’s gift shops and historical sites with handmade 17th-century reproduction pottery. Demonstrates pottery-making to guests and answers their questions. Works behind-the-scenes at times in order to ensure sufficient supply of pottery for the shops, as well as the sites.

ESSENTIAL DUTIES and RESPONSIBILITIES:
- Engage guests in conversation in a personable, informative style while demonstrating wheel-thrown pottery-making.
- Fulfill pottery orders placed by the Director of Retail Operations and Merchandising. Meet deadlines for filling the orders.
- Produce pottery both in front of the public and behind the scenes.
- Working from 17th-century original objects, written records, and pictorial information, throw, glaze, decorate, and assist in firing reproduction pieces.
- Maintain supplies necessary for daily demonstrations and pottery production; keep records of production and materials used.
- Research primary source material (written and pictorial) on Plymouth Colony history, 16th- and 17th-century English and European potters and pottery, with a particular emphasis on the tools, practices, and techniques used by English and Dutch potters during this period.
- In partnership with the Education and Public Programs Departments, design and teach participatory workshops and/or lead interactive programs for students and lifelong learners.
- Serve as a professional resource in specialized areas that serve Plimoth Patuxet, the museum field, and the wider range of interested individuals and organizations.
- As time allows pursue professional and program development by conducting appropriate research, consulting with experts and peers, and preparing documentation for internal or external publications.
- Wear and use voice amplification devices as needed
- Attend all meetings, training and professional development sessions as requested by supervisor.
- Provide a friendly and welcoming presence for all guests and coworkers throughout the Museum
- Adhere to the policies of Plimoth Patuxet Museums as outlined in the Museum Employee manual and current job description
- Other duties as assigned

This outline description focuses on the primary duties of the position. It is not designed nor intended to include all duties and responsibilities inherent in satisfactory performance of the position. Management reserves the right to revise this job description from time to time as needed.

REQUIRED SKILLS:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Demonstrated experience in wheel throwing, glazing, and decorative techniques
- An engaging and creative personality with excellent interpersonal skills
- Demonstrated ability to communicate skillfully with a wide range of people from different cultural and social backgrounds and diverse learning styles
- Demonstrated ability and sincere interest in working with children
- Have a positive attitude and sense of humor
- Reliability, dependability and punctuality
- Demonstrated ability to make decisions that put safety first.
- Fluency in English, strong verbal skills, and ability to communicate clearly and engagingly with guests and colleagues.
- Ability to work independently, without direct supervision as well as part of a team
- Must be able to read and understand a variety of historical and educational sources.

EDUCATION and EXPERIENCE:
- High School diploma or equivalent; College courses or degree in ceramics or education strongly preferred.
- Experience in wheel throwing, glazing, and decorative techniques required.
- Experience and interest in working with the public.
- Interest in and appreciation for 17th-century English/European and Indigenous history and traditional crafts and trades.

PHYSICAL REQUIREMENTS:
The physical demands outlined here are representative of those that must be met by an employee to perform successfully the essential functions of the job. There may be significant repetitive motion necessary to accomplish certain tasks. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Should be capable of lifting and moving objects up to 25 pounds.
- Work sitting and standing for extended periods of time, kneeling, or bent over, and climb stairs.
- Utilize and manipulate implements and tools appropriate for 17th-century potters.

WORK ENVIRONMENT:
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- Most work is done in a climate-controlled building that is well-lit and well-ventilated.
- Work may also be conducted in a behind the scenes studio that may not be climate controlled.
- The noise level varies from quiet to loud.

ADDITIONAL REQUIREMENTS:
The Museum is open 7 days a week April through the end of November. You must be available to work Saturdays or Sundays and some holidays when the Museum is open. Flexibility in work hours and days off is required. Depending on the season, this position may include working additional evening/weekend hours or days as needed.