Certified Docent Training Checklist

Thank you for your interest in becoming a **Certified Docent** at Rookery Bay Research Reserve! We look forward to working with you. To earn your certification, you must complete the following tasks, recording each milestone along the way:

### EXPLORE

<table>
<thead>
<tr>
<th>Date</th>
<th>Tour Environmental Learning Center on your own; read the reader rail panels (both upstairs and downstairs). Talk to all of the docents on the floor during your visit.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Thoroughly explore the webpage <a href="https://rookerybay.org/">https://rookerybay.org/</a></td>
</tr>
<tr>
<td>Date</td>
<td>Read the Finding Solutions series <a href="https://rookerybay.org/">located in art gallery</a></td>
</tr>
<tr>
<td>Date</td>
<td>Watch Southwest Florida’s Mangrove Coast documentary <a href="https://www.pbs.org/video/mangrove-coast-awzgsj/">https://www.pbs.org/video/mangrove-coast-awzgsj/</a></td>
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### SHADOW

- Check ELC Volunteer Schedule in Volgistics and book a shift to shadow a Docent Mentor.
- Call front desk to confirm schedule before arriving [239-530-5977]
- Wear your volunteer uniform and shadow the docent for the entire shift.
- Repeat with at least three different docents and ask them to initial and date: sign & date sign & date sign & date

### TRAIN

- Register in Volgistics and attend the following training activities:
  - ELC in DEPth Training
  - Estuary Encounter Training
- Earn a [Foundations of Interpretation online course](http://provalenslearning.com/foundations-of-interpretation) certificate

### TEST

- When you are ready for your final test, demonstrate your skills to Sarah Falkowski, Education Coordinator for critique and any further training requirements. Book your 45 minute meeting here: [https://calendly.com/Sarah-Falkowski/45-minute-Docent-Checkout-Test](https://calendly.com/Sarah-Falkowski/45-minute-Docent-Checkout-Test)
- Once approved, your Volgistics profile will be updated and you will have access to schedule your own docent shifts!
- Congratulations, and welcome to the team!

*In order to complete your certification, you must agree to provide at least 40 hours of volunteer interpretation in the Rookery Bay Environmental Learning Center, per calendar year.*

Volunteer Name: _____________________________ Signature: __________________________ Date: __________

Approver Name: _____________________________ Signature: __________________________ Date: __________

RookeryBay.org