

Guide Duty

POSTS FOR SCOUT GUIDES:

1. Biddle House (full season only)
2. McGulpin House (full season only)
3. American Fur Co. Store/Dr. Beaumont Museum (full season only)
4. Mackinac Art Museum at the Indian Dormitory
5. South Sally Ramp
6. South Sally Port
7. Upper Gun Platform
8. Kid's Quarters
9. Parade Ground West
10. North Sally Port
11. Avenue of Flags
12. Relief – usually the patrol leader, to give those on duty relief breaks.

NOTE: These positions are subject to change throughout the summer, always be flexible. Contact the Scout Coordinator before arrival for any changes of the guide duty.

The above order is recommended for taking guides to their posts, except the patrol leader would lead the detail.

Scout guides should move to and from guide duty on time and in formation. Many visitors watch this "changing of the guard."

Guide duty will run from 9:45 a.m. to 5:00 p.m. each day, Sunday through Friday except for the downtown historic buildings (Biddle House, Beaumont, Mackinac Art Museum, and McGulpin House) which will run from 11:00 a.m. to 6:00 p.m. during full season. The schedule changes slightly when not in full season. Please refer to schedules.

NOTE: Patrols may wish to rotate guides on the Parade Grounds with the North Sally Port during the guide shift for convenience sake. Please do not rotate any other positions. If there is an extra person available for a post they can be stationed at the outer door/entrance ramp to the 2nd floor of the Soldiers' Barracks - a good place for questions and to showcase that exhibit.

RAIN PROCEDURE FOR GUIDE DUTY:

Scouts will report to their posts when scheduled. During heavy rain or if lightning is present, the Upper Gun Platform guide, North Sally guide, parade ground guide, and the guide at the top of South Sally

Ramp will take cover. These Scouts will return to their posts when the weather becomes clear. All other posts offer protection so there is no need to leave, unless otherwise notified by the MSHP office.

DUTIES OF ALL POSTS:

Know time and location of rifle and cannon firings, guided tours, courts martial, and slide presentations. These times are subject to change. Beginning each day there is an audio-visual every 20 minutes shown in the Post Commissary building.

May 4 – June 5 and August 22 – October 11, 2015

9:30 a.m. Rifle Firing Demonstration (May 4 to June 5)
10:00 a.m. Cannon Firing
10:30 a.m. Rifle Firing Demonstration
11:00 a.m. Cannon Firing Demonstration & Walking Tour
11:30 p.m. Rifle Firing Demonstration
NOON Cannon Firing Demonstration & Walking Tour
12:30 p.m. Rifle Firing Demonstration
1:00 p.m. Cannon Firing Demonstration & Walking Tour
1:30 p.m. Rifle Firing Demonstration
2:00 p.m. Cannon Firing Demonstration & Walking Tour
2:30 p.m. Rifle Firing Demonstration
3:00 p.m. Cannon Firing Demonstration & Walking Tour
3:30 p.m. Rifle Firing Demonstration
4:00 p.m. Cannon Firing Demonstration & Walking Tour
4:30 p.m. Rifle Firing Demonstration
5:00 p.m. Cannon Firing Demonstration (Aug 22—Sept 6)
5:30 p.m. Rifle Firing Demonstration (Aug 22—Sept 6)
6:00 p.m. Cannon Firing Demonstration (Aug 22—Sept 6)
6:30 p.m. Rifle Firing Demonstration (Aug 22—Sept 6)

June 6 - August 21, 2015

9:30 a.m. Morning Cannon Salute (special visitor program available)
9:45 a.m. Rifle Firing Demonstration
10:00 a.m. Cannon Firing Demonstration
10:30 a.m. Rifle Firing Demonstration
11:00 a.m. Guard Mount Ceremony, followed by People of Mackinac Tour
11:30 a.m. Cannon Firing Demonstration, followed by Walking Tour/Children's Program
NOON Firearms at Mackinac Program
12:30 p.m. Music at Mackinac
1:00 p.m. Court Martial Re-enactment
1:30 p.m. Drill and Rifle Firing
2:00 p.m. People of Mackinac Tour
2:30 p.m. Cannon Firing Demonstration, followed by Walking Tour/Children's Program
3:00 p.m. Music at Mackinac
3:30 p.m. Court Martial Re-enactment
4:00 p.m. Drill and Rifle Firing
4:30 p.m. Cannon Firing Demonstration, followed by History Tour/Children's Program
5:00 p.m. Rifle Firing Demonstration
5:30 p.m. Cannon Firing Demonstration, followed by History Tour/Children's Program
6:00 p.m. Rifle Firing Demonstration
6:30 p.m. Cannon Firing Demonstration

Military music is played in the fort throughout the day. Demonstrations are always announced beforehand with fife and drum and a loud yell. Scouts should know the times and locations of activities in Fort Mackinac.

1. Know where the MSHP Office is and how to get there from your post.
2. Inform your Patrol Leader of any hazards (broken stairways, windows, places where people trip, exposed nails where someone could get hurt).
3. Keep your general area free of litter. Scouts should always pick up litter wherever it is found.
4. Know where restrooms are located in the fort and downtown.
5. Know the above schedule (or have copy) to inform guests of next demonstration and where to go to see the demonstration.
6. Stand straight and do not fidget.

FOR YOUR INFORMATION:

1. Direct persons needing aid to the Medical Center in town.
2. Fire extinguishers are in all buildings. Know their locations. Look behind the door or on a wall.
3. Notify the nearest State Park employee of any emergency.

BIDDLE HOUSE:

Position: Front porch, Doorway

Stay near the entrance. Before starting your duty, look through the building to find out more about the building so you can be more informative to visitors.

Specific knowledge required:

Find out as much as you can from the historic house interpreter(s) working there. Know about the Biddle family. Be able to describe the building, and the craft demonstrations going on inside. Be able to direct visitors to the:

Benjamin Blacksmith Shop
Historic buildings included on their ticket
Restrooms
Grand Hotel

Butterfly House

Duties:

As visitors near the doorway, ask if they have their Fort Mackinac OR Mackinac Art Museum ticket. If they have their ticket, mark it off with the pen provided, and direct them inside. If they do not have a ticket, direct them to the Visitor's Center or the Kiosk in the park where they may purchase a ticket. Tickets include the fort or art museum, American Fur Company Store/Dr. Beaumont Museum, McGulpin House, Biddle House, Blacksmith Shop and Mission Church. Mark the ticket for both the Biddle House and the Blacksmith Shop. Be prepared to assist the historic house interpreter(s) with answering questions.

Building is open 11:00 a.m. to 6:00 p.m.

McGULPIN HOUSE:

Position: Doorway

Stay near the entrance. Before starting your duty, look through the building to find out as much about it as possible so that you can be informative to visitors.

Specific knowledge required:

There will not be a historic house interpreter working at this site. Be able to identify some of the house's outstanding architectural characteristics. Know when and where it was built and how long the McGulpins lived there. Be able to point out the locations of the other historical buildings found on visitor's tickets. There is a short explanation attached to the clip board and in your Mackinac Manual.

Duties:

Scout should be positioned just outside the front door. As people near the doorway, ask if they have their Fort Mackinac OR Mackinac Art Museum ticket. If they have a ticket, mark off the house with the pen provided. If they do not have a ticket, direct them to the Visitor's Center or the Kiosk in the park where they can purchase a ticket. Count visitors on counter. Tickets include the fort or art museum, American Fur Company Store/Dr. Beaumont Museum, Biddle House and Blacksmith Shop, Mission Church, and the McGulpin House. Inside the McGulpin House, displays will tell visitors about the building. After people have finished looking around the building they will exit by the front door. Be prepared to assist in answering questions.

Building is open 11:00 a.m. to 6:00 p.m.

McGulpin House - Tour Information

The McGulpin House is one of the oldest private residences in Michigan. Built in the late 1700s, the house is an excellent example of early French-Canadian architecture. The French were the earliest European settlers in Michigan. When they moved here to take advantage of the fur trade, they brought with them their cultural traditions. They spoke French, sang and played French songs, ate food prepared according to French recipes and constructed their homes in traditional French-Canadian styles.

Most people have an image of "Lincoln Log" style homes when they think of log houses. But the McGulpin House is a very different type of structure. The logs are squared or flattened on the sides and joined at the corners with intricate "dove-tail" joints. Also typical of the French-Canadian style is the

steep-pitched roof, the large half-story attic and the way that the roof flares out at the eave. The roof itself is covered with cedar bark as were most of the island's early homes. Cedar bark was locally available, simple to install and fairly effective at keeping out the rain.

Originally, the log house was only used as a summer residence for visiting fur traders. As such it had no exterior siding or plaster inside. The logs were simply whitewashed, both inside and out. This is clearly visible on the exposed, non-restored sections of the building. William McGulpin, a baker for the American Fur Company, bought the house in the 1820s and remodeled it into a year-round residence. At this time he added plaster to the interior walls and clapboards outside to make the house more weather tight.

The McGulpin House was purchased by Mackinac State Historic Parks in 1982 and moved from its original location behind Ste. Anne's Catholic Church to the corner of Fort and Market streets. The building has been restored to its appearance of the 1820s when William McGulpin first bought the house. Some sophisticated restoration techniques were used in preserving the house. Paint analysis was used to accurately identify the original red paint that William McGulpin applied to his newly plastered walls in the 1820s.

The McGulpin House is a fascinating piece of early Michigan architecture that reminds us of our early French-Canadian history.

AMERICAN FUR COMPANY STORE/ DR. BEAUMONT MUSEUM:

Position: Doorway

Stay near the entrance. Before starting your duty, look through the building to find out as much about it as possible so that you can be informative to visitors.

Specific knowledge required:

Find out as much as you can from the historic house interpreter working there. Be able to tell the story of Dr. Beaumont's work with Alexis St. Martin, and the significance of Beaumont's experiments. Be able to describe the American Fur Trade Company's general store exhibit. Be able to direct visitors to the other historical buildings, restrooms, Grand Hotel, and the Butterfly House.

Duties:

As people near the doorway, ask if they have their Fort Mackinac OR Mackinac Art Museum ticket. If they have their ticket, mark it off with the pen provided, and direct them inside. If they do not have a ticket, direct them to the Visitor's Center or the Kiosk in the park where they may purchase a ticket. Tickets include the fort or art museum, Dr. Beaumont Museum, McGulpin House, Biddle House, Blacksmith Shop and the Mission Church. Count visitors on counter. Inside the Dr. Beaumont Museum the historic house interpreter will tell them about the building. After the people look around inside, they will exit by the front door. Be prepared to assist the historic house interpreter with answering questions.

****Please Note:** This building had been called the "Beaumont Memorial" until the year 2000. Some people may refer to it as such. Please always use the correct name for the building "American Fur Company Store" or "Dr. Beaumont Museum" or a combination of both.

Building is open 11:00 a.m. to 6:00 p.m.

THE RICHARD AND JANE MANOOGIAN MACKINAC ART MUSEUM
at the Indian Dormitory:

Position: At the bottom of the steps to the entrance.

Stay near the end of the steps to answer questions of visitors and direct those who need it to the elevator in the rear of the building. Before starting your duty talk to the staff for more information and look through the building to find out as much about it as possible so that you can be informative to visitors. If they purchase a ticket here, they can also visit the historic downtown buildings.

Specific knowledge required:

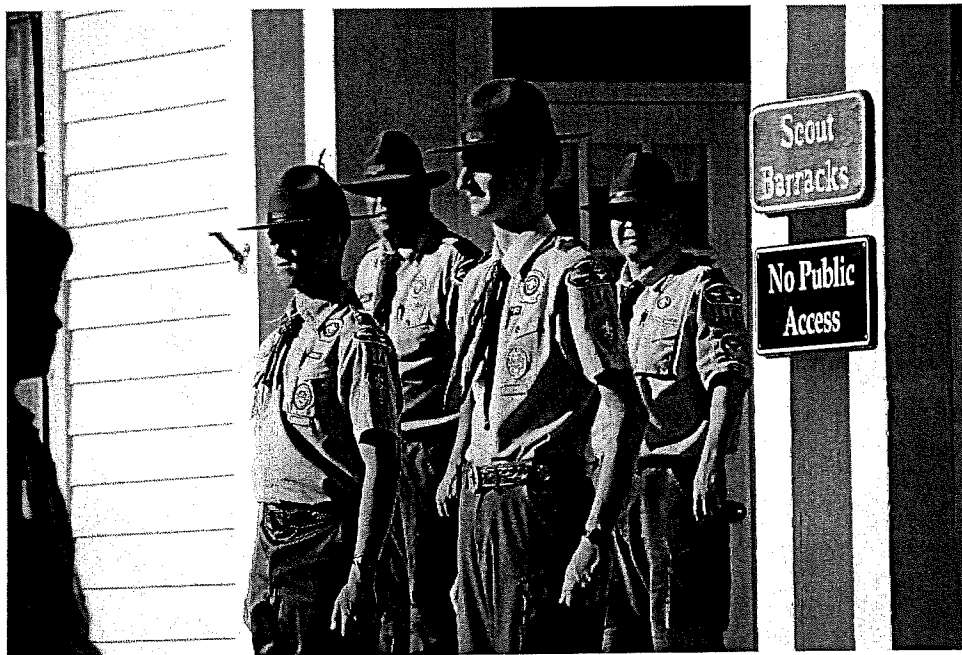
Talk to the GSR and Interpreter about programs during the day and what is inside (types of artwork), including the fact that there are steps inside, but there is an elevator in the back of the building for people to use who need it. Photographs, decorative arts, paintings, and drawings make up the extent of the museum. An Art Instructor heads the Art Studio in the basement. A restroom is also available there.

Can be referred to as the "Mackinac Art Museum."

Duties:

Please greet people as they come to the entrance. Make sure you know about tickets to enter and talk to the GSR for specifics before you go on duty. Some people may need access to the elevator located on up the ramp to the side of the building. Please know basics about what is inside, where other museums are (downtown buildings, Fort Mackinac), restrooms, and other attractions.

Building is open 10:00 a.m. to 6:00 p.m., last ticket sold at 5:30 p.m. from June 7 – August 31, 2014.
(times change outside of main season; please see schedule on arrival)



FOOT OF THE RAMP:

Position: Next to 15 star US flag at the base of the fence line across from ticket booth

Specific knowledge required:

1. Time of rifle firings, cannon firings and guided tours, court-martial, and slide presentations. Know that there is an event taking place every half hour.
2. Be able to tell visitors what they can expect to find in the fort, if asked. Don't forget the Fort Mackinac Tea Room and the Kids' Quarters. Visitors must purchase a ticket to the fort in order to eat in the Tea Room. Be able to tell how much an admission ticket costs, and what historical buildings visitors can see with the ticket.
3. Know something about the buildings/areas you can see from your post:

American Fur Company Store/Dr. Beaumont Museum
Marquette Park
Bark Chapel
MSHP Visitor's Center
McGulpin House
Kiosk ticket booths
4. Also be able to direct visitors to:

Grand Hotel
Restrooms
Butterfly House
Wings of Mackinac

Duties:

1. Do any stamping or marking on tickets, as needed.
2. Greet visitors and welcome them to Fort Mackinac. Offer to take photographs for visitors.
3. Answer questions concerning the fort, or direct them to Fort Staff.
4. Do not allow anyone to go up the stairway. It is an exit only. (Except MSHP or Tea Room personnel on duty.) Ask anyone attempting to use the stairs if they are MSHP Employees.
5. Advise visitors in wheelchairs, those with strollers or bicycles, and those who are in some way disabled, that there are 27 steps at the top of the ramp. Suggest that they use Fort Hill or that they use a taxi to take them to the rear entrance of the fort.
6. Assist GSR by making change runs if needed.

SOUTH SALLY PORT:

The South Sally Port is the main entrance to Fort Mackinac. The thick limestone wall dates from the original British construction in 1780. The South Sally Port is 150 feet above Marquette Park and the harbor. The steep climb and the gun platforms above it discouraged enemy attacks on the fort's front.

Position: Top of stairway entrance, on either side of the stairway

Specific knowledge required:

1. Time and location of rifle firings, cannon firings and guided tours, courts-martial, and audio visual presentations.
2. How to get to:
 - Grand Hotel
 - MSHP Office
 - Downtown
 - Downtown buildings on fort ticket
 - Avenue of Flags entrance/exit
 - Restrooms
 - Tea Room
 - Drinking fountain
 - Butterfly House
 - Wings of Mackinac
3. Know something about the buildings/areas you can see from your post:
 - North: Commissary
 - Soldier's Barracks (Sutler Store inside)
 - South: South Sally Port (entrance/exit)
 - East: Gun Platforms
 - West: Guardhouse

Duties:

1. Greet visitors and welcome them to the fort. Answer any questions they may have.
2. Inform them of the time of the next rifle or cannon firing demonstration, court martial or slide presentation.
3. If no demonstrations are taking place, encourage visitors to begin their tour by viewing the video presentation in the Post Commissary.
4. Sweep the stairway entrance and opposed stairways during "down time". Keep area tidy at all times. Pick up site maps that fall under the stairway.

UPPER GUN PLATFORM:

Fort Mackinac's main batteries were located on the Upper and Lower Gun platforms. Reproductions of 1/2 pound cannons and 6 pound cannons guard the park below. From this strategic spot it is easy to see why the British chose the high bluff above the natural harbor as a logical place to build Fort Mackinac.

Position: Upper Gun Platform

Specific knowledge required:

1. Time and location of rifle and cannon firing demonstrations, guided tours, court-martials, and slide presentations. Know an event occurs every 1/2 hour.
2. Know the equipment on the Gun Platform.
3. Know something about the buildings/areas that can be seen from your post:

North: East Blockhouse

South: Bois Blanc Island (pronounced Bob-Lo or Bo-Blahk)
Round Island
Village of Mackinac Island
Downtown buildings found on fort ticket

East: Post Hospital and Surgeon's Quarters, now MISPC offices

Duties:

1. **Keep all people off all walls and front cliff.** (If any difficulties, contact Historic Interpreter on duty [dressed in historic costume or anyone in uniform]).
2. Show visitors (point out) the downtown area and Straits of Mackinac. Know which end is the Upper Peninsula, etc.
3. Pick up any aluminum foil that has scattered after the cannon firing demonstrations.

KIDS' QUARTERS:

This guide duty post is located inside the Officers' Stone Quarters in the fort. This display consists of four rooms designed to show various aspects of Victorian children's life at Fort Mackinac: 1) children and adults can dress in various Victorian clothing; 2) sights and sounds, and articles to touch common to the period; 3) a giant fife to play; 4) listen to and see a cannon firing; 5) a scaled version of the fort; 6) toys children played with at the fort; 7) "send" a message by Morse code.

Position: Inside Officers' Stone Quarters, stationed next to the "Manual of Arms" display in back, left room

Specific knowledge required:

1. How to use displays in the room.
2. How to get to:
Restrooms
Downtown Area
Fort Mackinac Tea Room and Food Cart

Duties:

1. Act as crowd control for the Manual of Arms display. Only allow 1-2 kids in at a time. Make sure guns do not leave the room.
2. Keep the area neat. Hang up clothing, straighten areas with interactive displays.
3. Get involved with the children. Help them put on clothing, take pictures, etc.
4. Make sure nothing leaves the Kids' Quarters.

PARADE GROUND:

For 115 years the fort's soldiers marched and drilled on the Parade Ground. Today, costumed interpreters recreate an 1885 court-martial and rifle firings on the Parade Ground. The Parade Ground is an excellent place to point out to visitors the fort's three strategically placed blockhouses, and the fort's unique fire prevention system. The Officers' Stone Quarters is considered to be the oldest building in the State of Michigan. It is the only building in the fort dating from the original British occupation of 1780.

Position: Parade ground next to stairway of the Soldiers' Barracks on the west end facing the hill

Specific knowledge required:

1. Time and location of rifle and cannon firing demonstrations, guided tours, court-martials, and slide presentations.
2. How to get to:
Tea Room/Food Cart
Avenue of Flags entrance/exit
Downtown Area
Restrooms
State Park Office
3. Know something about the buildings/areas that can be seen from your post:

North: Officers' Hill Quarters and Fort Main Flagpole

South: Village of Mackinac Island
Officers' Stone Quarters (Kids' Quarters inside)

East: Parade Ground
Soldiers' Barracks
East Blockhouse

Duties:

1. **Keep people from running/walking up and down hill!** Ask them politely to use the stairs. You can use a louder voice on the hill; just not during programs and demonstrations, and please do not yell.
2. **Keep people off the hill during rifle firing demonstrations.**
3. Meet and talk with the visitors.
4. Be available to answer questions on fort and area.
5. Assist in keeping Parade Ground free of litter.

NORTH SALLY PORT:

The North Sally port is the original rear entrance to Fort Mackinac. It was built by the Americans shortly after they first garrisoned the fort in 1796. The wall is designed to resist heavy artillery fire.

The name Sally Port is derived from a French term to "burst forth suddenly." The sally port is a gate or passageway in a fortified place for use of troops making a sortie. On July 17, 1812 American troops marched through this gate to surrender to the British.

Position: North Sally gate to Bath House facing the hill

Specific knowledge required:

1. Time and location of rifle and cannon firing demonstrations, guided tours, court-martials, and slide presentations. Know that a demonstration takes place every half hour.
2. How to get to:
Restrooms
Elevator
Tea Room
Downtown Area
Grand Hotel
Fort Holmes
Avenue of Flags entrance/exit

Duties:

1. Ask visitors not to climb up and down the hills. Climbers wear trails in the hills which cause erosion. Ask visitors to use the stairway next to the bathhouse.

2. Open and close gate for tour groups accompanied by a State Park employee.
3. Only visitors with disabilities or strollers may exit via the North Sally Port. All other visitors must use the Avenue of Flags, South Sally Port or Tea Room Stairs exits. If a visitor is noticeably fatigued and asks to exit here, it is ok to let them.
4. Admit no one except:
 - State Park and Tea Room employees
 - Tour groups with State Park escort
 - Horse-drawn drays or other service vehicles
 - Handicapped visitors, with their Fort Mackinac ticket

AVENUE OF FLAGS:

The Avenue of Flags is the rear entrance to Fort Mackinac. It was built to accommodate visitors, and is not an original entrance to the fort. All of the flags on the Avenue represent a country or governing body that at some time in history owned or controlled Mackinac Island, except Canadian. There is a story behind each flag.

Many of the visitors entering through the Avenue will be arriving on the Carriage Tours. Visitors who rode a carriage tour to the Fort can get back on a carriage tour after they finish seeing the fort.

Position: The Fort entrance. (Just after the cashier on the other side of the fence.)

Specific knowledge required:

1. Time and locations of rifle, cannon firings and guided tours, court-martials, and the slide presentation in the Commissary. (See clipboard.)
2. Visitors should begin their tour by watching the slide show.
3. How to get to:
 - Restrooms
 - Tea Room
 - Grand Hotel
 - Downtown Area (without going through fort)
 - Governor's Residence
 - State Park office
 - Butterfly House
 - Wings of Mackinac
4. Know something about the buildings/areas that can be seen from your post:
 - North: Fort Holmes
 - State Park barns
 - Scout Barracks
 - South: Officers' Wooden Quarters
 - Officers' Stone Quarters (Kids' Quarters inside)

Soldiers' Barracks with new museum gallery on the upper floor
Elevator

West: Post Schoolhouse
North Blockhouse (animated mannequins)
Officers' Hill Quarters and Fort Main flagpole

Duties:

4. Do any stamping or marking on tickets, as needed.
5. Greet visitors and welcome them to the fort.
6. Inform visitors of the next rifle or cannon firing, court-martial or slide presentation. If no demonstrations are taking place, invite visitors to begin their tour by viewing the slide presentation.
4. Make change runs for the GSR if needed.

