



Please enjoy reading this month's volunteer newsletter featuring news and updates from the Hillwood staff.

DECEMBER 2023 SCHEDULE

The December 2023 schedule is now open to all interpretation volunteers in Volgistics, complete with private tours and special events. Please log in to your [Volgistics account](#) to schedule your shifts. If you have any changes or questions regarding the volunteer schedule, please continue to contact volunteers@hillwoodmuseum.org. Thank you.

[Log into Volgistics](#)

VOLGISTICS UPGRADE: TIPS ON VIEWING YOUR SCHEDULE

We are thrilled with our successful transition to the new and improved Volgistics portal and hope you have enjoyed exploring the new enhancements. Provided below are a few helpful tips for navigating some of the newest features:

Viewing Your Schedule

Looking for a scheduled shift? You have two options available through the “Day” and “Your Schedule” views. Under the “Day” view, any scheduled shift for that day will be listed at the top under the header Your Schedule.

To get to this view, you will select the “Schedule” tab and navigate to the “Day” view from the drop-down menu.

When in “Day” view, please note that your shift will be listed at the top followed by the other scheduled volunteers and shift openings that day, as shown in the below picture.

You can also select to see your schedule with a simplified view that lists the shifts you are already scheduled for. For this view, click on the “Schedule” tab and then select “Your Schedule” from the drop-down menu.

Viewing Other Volunteers Scheduled

Both the “Week” and “Day” view will list all the volunteers scheduled for a given date/week. The “Filter” button to the right of the print icon, allows you to filter which volunteer assignments are displayed. By selecting the desired assignment followed by “Apply,” this feature provides a streamlined and easier view to see your fellow volunteers assigned for a given day.

HILLWOOD
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Home Schedule Service

Your regularly scheduled volunteer shifts appear on the calendar. Click the "Next month" or "Previous Month" arrows to view a different month. If using the mobile version, click "Next Week" or "Previous Week" to view a different week. For a printable view of your schedule click the "Print Page" icon.

Today < > 📅 Tuesday, October 31, 2023 🖨️ Filter Day ▾ View

Your Schedule

🕒 9:30am - 1:30pm [Visitor Services Volunteer](#)
👤 You

Openings

🕒 12:00pm - 2:00pm [Garden Docent](#)
👤 1 more needed 📅 (12:30 pm tour) Conflicts

"Day" view in the updated VicNet

Please see the updated [Volgistics User Guide](#) for more detailed instructions on how to schedule volunteer shifts, update your profile information, and view/print your service hours. The volunteer management team is here if you have any questions regarding the new and improved Volgistics site. Please feel free to contact us at volunteers@hillwoodmuseum.org.

FALL GARDEN TOUR SEASON CONCLUDES

The fall garden tour season ends on Sunday, November 12. Thank you to our garden docents for a remarkable season and enriching visitors' experiences with their tours. In 2023, to-date garden docents have led 515 tours with 5,241 visitors. Kudos on a fabulous year!



Garden docent Jenny Krivanek with visitors

SECOND FLOOR GALLERY: UNDERSTANDING POST'S LEGACY

After ten years as the Russian Sacred Arts Gallery, the second-floor space will reopen with a new name, *Second Floor Gallery: Understanding Post's Legacy* in March 2024. Inspired by Hillwood's new publication, *The Houses and Collections of Marjorie Merriweather Post – The Joy of It*, the updated second floor gallery will explore the history of Hillwood's collection amassed by founder Marjorie Post and developed by the museum since its opening to the public on July 11, 1977. [Learn more about the new displays and new storyline in this article by Deputy Director and Chief Curator Wilfried Zeisler.](#)



Nuptial crown (acc. no. 17.63)

HILLWOOD'S HOURS THIS HOLIDAY SEASON

Hillwood is open Thanksgiving weekend

The museum and administrative offices will be closed on Thursday, November 23, but the museum will be open Friday, November 24 through Sunday, November 26.

Holiday Hours in December

Hillwood will close to the public at 3 p.m. on Christmas Eve (Sunday, December 24). The museum will re-open Tuesday, December 26 from 10 a.m.-5 p.m.

Mark Your Calendars: January 2024 Closure

Hillwood will be open Tuesday, January 2 through Sunday, January 14. The museum will close to the public from Monday, January 15 to Friday, February 2 for a deep-clean of the mansion and to update

our exhibition spaces. Hillwood will re-open to the public on Saturday, February 3.

MUSEUM SHOP NEWS

Museum Store Sunday

Hillwood's museum shop is proud to be participating in the 7th annual Museum Store Sunday, an annual event that encourages shopping at museum stores to support the missions and programs of each participating museum and cultural institution.

Shop 'til you drop November 24-27, 2023, at the Hillwood museum shop in person and online, and enjoy specials, including giveaways and 20% off on all regularly priced merchandise.

On Sunday, November 26, 2023, the official Museum Store Sunday, enjoy the following exclusives:

- Free Museum Store Sunday tote with purchases over \$75 (while supplies last, one per customer)
- Free giveaways for purchases over \$25 (while supplies last, one per customer)

**MUSEUM
STORE
SUNDAY®
BE A PATRON**

Holiday Discount

It's time to show our volunteers some love! Get 30% off non clearance items from December 3-17, 2023 - in store or online. Don't miss out on this special appreciation discount!

Come visit in person or [shop conveniently from your own home](#), with shipping or in-store pickup available!

HORTICULTURE HAPPENINGS

In the Gardens

Fall has officially arrived, and at Hillwood that means thousands of chrysanthemums, kales, cabbages, pansies and violas have also arrived in the gardens...6,765 of them to be exact! [Please enjoy a few recent photos of the gardens and greenhouses captured by Drew Asbury, horticulturist and volunteer manager.](#)



Chrysanthemum and kale display near the greenhouse.

Hillwood's Evergreens

Time for Winter! Can we take an in-depth look at some of Hillwood's fabulous evergreens? These trees provide garden interest throughout the winter months, making Hillwood a wonderful place to visit any time of year. [Click here for an article by Marshall Paquin, Hillwood's Senior Gardener, to learn more about conifers and broadleaf evergreens.](#)



Cedar Waxwing on J. virginiana

Staffing Update

Horticulture is happy to announce that Victoria Cornetta has joined the department as a full-time gardener after coming to Hillwood in July for a seasonal position. Victoria previously worked maintaining planting beds and plant collections as a horticulturist's assistant at the Norfolk Botanical Garden. Her gardening experience also includes working as a horticulture therapy guide and farming in Vanuatu with the Peace Corps. Victoria is multilingual and brings a strong customer focus to the position. We are excited to have her as part of the team and to watch her grow in this new role.



New full-time gardener Victoria Cornetta

VOLUNTEER PROGRAMS

Please mark your calendars and join us for these upcoming volunteer programs.

Volunteer Holiday Display Tour

December 5-8 (Tuesday-Friday), 10:15 a.m.

Get an intimate look at Hillwood's holiday decor on this tour of the mansion and grounds hosted by Director of Horticulture Jessica Bonilla. Tour departs from the horticulture breakroom. Please use the links below to sign up for a workshop:

- [December 5 Volunteer Holiday Tour](#)
 - [December 6 Volunteer Holiday Tour](#)
 - [December 7 Volunteer Holiday Tour](#)
 - [December 8 Volunteer Holiday Tour](#)
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Volunteer Holiday Wreath Workshop

December 7 & 8 (Thursday & Friday) at 11 a.m.

Be inspired and create your own unique holiday wreath of wintery greens under the guidance of Gardener Matt Boyle. Space is limited to 16 volunteers per workshop. Workshop takes place in the Dina Merrill Pavilion. Cost is \$35. Please use the links below to sign up for a workshop:

- [December 7 Volunteer Wreath Workshop](#)
 - [December 8 Volunteer Wreath Workshop](#)
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STAFF HELP & RESOURCES

Thank you for being a part of the Hillwood community! Our "virtual doors" are always open. Feel free to reach us at volunteers@hillwoodmuseum.org.

-The Volunteer Support Team

Jordan Hansen, Lisa Leyh, Drew Asbury, and Samantha Hernandez

PLAN YOUR VISIT

Learn more about Hillwood's current visitor offerings, book an upcoming visit, and stay up-to-date on Hillwood's events and programs.

[Visit >](#)

STAY CONNECTED

Visit the volunteer website for an archive of past monthly volunteer newsletters and catch up on any reading you may have missed.

[Connect >](#)



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