



VIKING RESIDENT HISTORIAN BRIEFING PACK

FEB 2020

This document contains background briefing information about the Resident Historian on board experience. In addition it outlines the terms and conditions for the Resident Historian position. This is for your information only, requires no action from you, and is subject to change.

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NEW OCEAN PRODUCT

NEW OCEAN PRODUCT

Viking was founded in 1997 by Torstein Hagen with the explicit goal to help people “Explore the World in Comfort.” As a company, we fundamentally believe that travel is about the destination and the cultural enrichment that comes with visiting new places. Our river cruises, while amongst the finest vessels afloat, are more about the places the ships visit, than the vessels themselves.

Viking is the world’s leading river cruise line and in 2015 it introduced its first ocean going cruise ship, *Viking Star*. *Viking Sea* launched in 2016, followed by *Viking Sky* and *Viking Sun*. Serving a mainly North American clientele with some British clientele, the product is focused on the destination and experiences ashore, rather than purely on the on board ‘cruise’ experience.

Viking spends more time in port than most cruise ships, with numerous late night departures and overnight stays. Our Resident Historian’s role is to help enrich our guests’ vacation experience by speaking authoritatively and entertainingly about the culture, history and other subjects related to the ports and regions through which they travel. All Resident Historians will be expected to participate in the social life of the ship and to act as Ambassadors for the company.

THE “THINKING PERSON’S CRUISE”

Our guests are curious, educated, interested and interesting people. People who are fascinated with the world and still enjoy learning.

“Thinking, not drinking”, is what our Chairman says our cruising experience is about. We look to offer intellectual education in addition to entertainment. We focus on lectures and the arts, supported by port talks, rather than just on movies and shows.

With privileged access to some of the world’s most treasured sites – including the Hermitage in St Petersburg and the Vatican in Rome – we work hard to provide a behind-the-scenes look at the places that truly make the world special.

We are designed for the 50+ English-speaking guest, who is a Viking and an explorer at heart. Most cruise lines have tried to become everything to everybody. We are not for everybody. We do not offer children’s programs. We do not have a third bed in staterooms. We do not try to do more than we should. We focus on doing what we do really well – Cultural Exploration.

NEW OCEAN PRODUCT

SHIP SPECIFICATIONS

Length overall..... 227.2 m (745.4 ft.)

Beam..... 28.8 m (94.5 ft.)

Draft..... 6.3 m (20.7 ft.)

Gross Registered Tonnage (GRT)..... 47,800 t

Classification..... Lloyds

Staterooms/Cabins 465 (all veranda)

Passengers 930

Crew..... 465

Builder..... Fincantieri, Italy

Viking Star entered service April 2015

Viking Sea entered service..... April 2016

Viking Sky entered service.....February 2017

Viking Sun entered service.....December 2017

Viking Orion entered service.....June 2018

Viking Jupiter entered service.....February 2019

Viking Venus – enters services.....January 2021

For further details about the ships please go to the website: www.viking.com

NEW OCEAN PRODUCT

INFORMATIVE VIDEO LINKS

You may wish to review the following links:

Viking Reinventing Ocean Cruising

<https://www.vikingcruises.co.uk/oceans/video/ships/play.html?videoId=t8CcDbCw08A>

Our Norwegian Heritage

<https://www.vikingcruises.co.uk/oceans/video/why-viking/play.html?videoId=2ZzA2DEVr9g#>

The World of Viking

<https://www.vikingcruises.co.uk/oceans/video/why-viking/play.html?videoId=Hwu4qHaGmkg#>

Cultural Enrichment

<https://www.vikingcruises.co.uk/oceans/video/why-viking/play.html?videoId=htUqhKWmYQk#>

Viking Resident Historian

<https://www.vikingcruises.co.uk/oceans/video/why-viking/play.html?videoId=dGz5V3dwFbQ#>

Viking Art Guide

<https://www.vikingcruises.co.uk/oceans/video/why-viking/play.html?videoId=9b1g9jysf5U>

Viking Library

<https://www.vikingcruises.co.uk/oceans/video/why-viking/play.html?videoId=5DBvNTm062I#>

Viking, built to be green

<https://www.vikingcruises.co.uk/oceans/video/ships/play.html?videoId=q1FIx99ts9Q#>

RESIDENT HISTORIAN ENTITLEMENTS

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TRAVELLING COMPANION

Each Resident Historian will be allowed to share their stateroom/cabin with a companion. Viking does not have child facilities and therefore it is required that the companion will be 21 years of age or over. At all times the behavior and conduct of the companion is the responsibility of the Resident Historian. The Resident Historian will also be responsible for ensuring that Viking receives payment of air costs and on board accounts for their Companion (where applicable).

COMPLIMENTARY AIRFARE & TRANSFERS

The Resident Historians is entitled to complimentary economy class, roundtrip airfare from their nearest international airport to/from the ports of embarkation/disembarkation. This includes group transfers to and from the ship/airport on turnaround days.

Please note that if the Companion opts for the 'Viking Air' package from the US, they will be charged at the rates advertised on our website, www.viking.com, and their airport transfers will also be complimentary barring no deviations from turnaround dates. Viking uses US airlines and routings available to them as per their contracted agreements. As contract rates are based on space availability, requests regarding specific airlines or flights cannot be accommodated. Please note that contracted fares are normally not upgradeable.

UK Companions flight costs will be quoted at the time of booking.

Any requests including seat assignment, special meals, and frequent flyer mileage must be arranged directly with the airline once you have been provided with your airline ticket. Should you wish to upgrade your seat or require an extra suitcase, additional charges will be payable.

Flights - If you require Viking to arrange your flight(s), the Reservations team will issue the most appropriate flight(s) at the best rate. You will have one week (or 72 hours if your cruise is within a month) from when the flight(s) have been issued in which to advise if flight(s) are not suitable, otherwise the ticket will be issued.

Should you require a specific flight or any deviation to the proposed flight, then please detail this on the Booking Form.

Viking recognizes that some Resident Historians may prefer to make their own air and general travel arrangements. In order to help facilitate this, after receipt of your booking form you will be advised of the air credit allowance.

RESIDENT HISTORIAN ENTITLEMENTS

Internal US/Canada flights do not include any baggage allowance, this includes flights to Montreal and San Juan. In this instance you should pay for checked in luggage (1 bag per person) and claim this back on board, on production of your receipt to the Financial Officer.

Resident Historians will be required to present proof of paid travel (ie airline receipts or e-tickets, showing dollar amounts) to the Financial Officer on board on the first day of the cruise. Viking will not accept air miles, will only cover economy class seats along with one hold bag.

The Financial Officer will authorize a cash re-imbusement on board to the value of the flight or the value of the air credit, whichever is the lower amount.

Please note, Resident Historians taking an air credit will only be eligible for the complimentary group transfers to/from the ship if flights arrive/depart on the day of embarkation/disembarkation and we are operating group transfers for the guests at this time. Details must be provided and added to the booking, at least 2 weeks prior to embarkation. The air credit will also apply to Resident Historians companions who qualify for free air (as detailed below-when accompanying a Resident Historians remaining on board for minimum of 18 nights).

If flights arrive on the day prior to the ship's embarkation date, the Workshop Host will be responsible for any hotel costs and transfers, unless flights are not available on the day and in this case you will be advised otherwise.

DRESS CODE

During the day, dress is casual including shorts (if the season is warm), slacks or jeans and comfortable shoes for walking tours. Swimsuits, brief shorts, cover-ups and exercise attire should be reserved for the Fitness Center, pool areas and Sports Deck. There are no "formal nights" in the evening; evening dress is "elegant casual" for all dining venues, performances and special events. On these occasions, required attire for ladies includes a dress, skirt or slacks with a sweater or blouse; for gentlemen, trousers and a collared shirt. A tie and jacket are optional; jeans are not permitted. The evening dress excludes World Café where the dress remains casual after 6pm. Resident Historian's must be smartly attired when delivering their lectures/presentations.

GUEST PRIVILEGES

Resident Historians and their Companions will be entitled to the use of all guest facilities with the exception of:

- use of the Speciality (Kitchen Table, Chef's Table & Manfredi's) & Private Dining venues 1 & 2
- ability to make dining reservations before departure

RESIDENT HISTORIAN ENTITLEMENTS

Resident Historians and their Companions should always defer to the full-fare guests with priority in booking services such as spa appointments, shore excursions, dining arrangements, entertainment events, seating in public areas, tour disembarkation and immigration procedures, self-service laundry etc.

TIPPING/GRATUITIES

Viking will cover the daily tips/gratuities of the Resident Historian and their Travelling Companion for housekeeping and restaurant service. This is \$14.00 per person per day for both the Resident Historian and their Companion. Please note all other tipping (on board and ashore) is the Resident Historian's responsibility.

A 10% gratuity is automatically added to bar, beverage, wine and deck service tabs. These gratuities will be charged to the cabin account for which the Resident Historian and Companion must pay.

FREE INTERNET (WIFI)

The entire ship has Wi-Fi coverage, including both pool decks. This is complimentary to all guests including Resident Historians and their Companions.

SELF-SERVICE LAUNDRY

Self-service laundries are located on decks 3, 4, 5 and 6. Each features washers, dryers, irons and ironing boards. These are free of charge to all guests, Resident Historians and their Companions.

SHIPS LAUNDRY

Resident Historians will be entitled to a discount of 50% off the ships' laundry service.

ON BOARD SPEND

Resident Historians (but not their Companions) will be entitled to a discount of 50% off all beverage purchases (excluding bottles of wine).

INCLUDED SHORE EXCURSIONS

The Resident Historian and their Companion are entitled to the one free Included excursion per person/per port. They will also be encouraged to escort excursions subject to the on board management's discretion.

RESIDENT HISTORIAN ENTITLEMENTS

OPTIONAL SHORE EXCURSIONS

All Optional excursions are charged at the full advertised price, unless the Resident Historian is asked to escort that excursion. In that case the Optional excursion is complimentary, but the Companion will still be required to pay the full advertised price if they choose to participate. Travel companions may choose to offer to escort a separate coach, in which case the tour will be complimentary – subject to availability, at the discretion of the Shore Excursion Manager.

OTHER INCLUSIONS

- Complimentary wine, beer & soft drinks with lunch and dinner
- Complimentary speciality teas and coffees available 24 hours throughout the ship
- Port charges included
- Complimentary 24-hour room service

RESIDENT HISTORIAN CABINS/STATEROOMS

The Resident Historian cabin will be similar to the 'V' grade guest cabin but will be in a private corridor on Deck 1, reserved for the Resident Historian, Guest Speakers and Officers, and will not have a veranda.

Approximately 190 square feet in size, the spacious cabin amenities include:

- large picture window with unobstructed view
- twin/double bed
- spacious shower (no bathtub)
- hair dryer
- 110/220-volt outlets
- stocked mini-bar (chargeable)
- flat screen TV
- complimentary On-Demand movies

COMPLIMENTARY CRUISE AWARD

After successful completion of 16 weeks onboard as the Resident Historian, you will be entitled to one future complimentary Viking Ocean or River cruise for yourself and a companion, subject to availability. This is non transferable.

- You may use this cruise for yourself and a companion (maximum occupancy 2 persons over the age of 18). This is non transferable.
- You may book a Viking Ocean Cruise or Viking River Cruise
- The duration of the cruise can be up to 10 days

RESIDENT HISTORIAN ENTITLEMENTS

- The cruise is for a Veranda Stateroom (Stateroom in a River Cruise)
- The cruise includes complimentary wine, beer and soft drinks with lunch and dinner as well as complimentary speciality teas and coffees available 24 hours throughout the ship
- Port charges are included
- Transfers can be included if flight arrive on the day of embarkation and details are advised at least one month prior to departure
- This offer excludes Grand Voyages and World Cruises
- Flights are not included, however we can assist with booking them on your behalf
- Any visa costs are not included or arranged
- Gratuities are not included
- The free cruise must be booked within 6 months of reaching 16 weeks on board.

RESIDENT HISTORIAN DUTIES

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ICONIC LECTURES

The Resident Historian is required to deliver a least two Iconic Lectures per cruise. A typical Iconic Lecture covers a broad historical theme, and is designed to bring additional context to existing enrichment lectures offered by Viking's Guest Speakers.

Each lecture will comprise of roughly thirty PowerPoint slides that have been previously developed and approved by Viking. The slides are accompanied by explanatory Bullet Points and comprehensive Teaching Notes. These notes are designed to help the Resident Historian prepare for delivering the lecture. They are NOT a script, and the Resident Historian is expected to deliver the lecture using his/her own words. The Resident Historian must use the PowerPoint slides provided.

Please note that no amendments, substitutions or additional slides (including personal or biographical information) are allowed in the Iconic Lectures.

The Iconic Lectures, Bullet Points and Teaching Notes will be sent to the Resident Historian approximately one month prior to the cruise date.

Iconic Lectures will be delivered in the Star Theater. Each lecture will last 45 minutes, followed by a questions and answers session.

The Resident Historian will also participate in the Captain's Welcome at the start of the cruise, in order to give a brief introduction to the Iconic Lectures. No audio/visual presentation is required for this short talk.

FORUM DISCUSSIONS

In addition to Iconic Lectures, the Resident Historian will lead 3 - 4 Forum Discussions per cruise. These forums will be delivered in the Star Cinema, using a more interactive seminar- style format. At these forums, guests will be encouraged to participate and to discuss topics that are linked to a particular facet of the itinerary. These topics will have been proposed in advance by the Resident Historian and approved by Viking.

OFFICE HOURS

The Resident Historian is required to provide occasional 'Office Hours' where guests will have the opportunity to discuss any queries they may have on a one to one, or group basis.

RESIDENT HISTORIAN DUTIES

BAYEYUX TAPESTRY WALKING TOUR

Within the stairwells of each Viking ship hangs panels of the Bayeux Tapestry. Resident Historians escort small groups around the stairwells, explaining the various panels to the guest – details supplied. Guests are asked to sign up in advance and each tour last approx. 1 hour. Multiple tours are offered during a cruise to accommodate all who wish to attend.

PRODUCTION & PROOFING OF PRESENTATIONS

Resident Historians may produce their own Forum presentations using PowerPoint, Prezi or Keynote. Please consider your Forum topics carefully, ensuring that they add richness and depth to our guests' cruise experience. Slide background color must be black with white text which should be kept to a minimum and in an easy to read font with no shadowing e.g. Ariel, Calibri etc. High resolution images must be used of 300dpi.

LECTURE/PRESENTATION SCHEDULING

Occasionally due to programming constraints, it may be necessary to schedule an Iconic Lecture or Forum discussion while the ship is still in port. In this event, Resident Historians must ensure that they are back from any excursion and on board the ship in sufficient time to deliver the lecture.

RECORDING OF ICONIC LECTURES

The Iconic Lectures are recorded on board and replayed on shipboard systems for the duration of the cruise. This enables our guests to catch up with a lecture they might otherwise miss. The lectures are deleted at the end of each cruise. Forum discussions will not be recorded.

REPORTING LINES

The Resident Historian will report to the Cruise Director whilst on board.

RATINGS

Resident Historian are scored by the guests in the end of cruise questionnaire. Attendance numbers at their lectures are also recorded. A combination of scores, audience numbers and the Cruise Director's report will determine if a Resident Historian is invited back on a subsequent cruise. Any future bookings are based on successful scores and will be cancel if deemed necessary.

RESIDENT HISTORIAN DUTIES

SHORE EXCURSION ESCORTING

Resident Historians and their Companions are encouraged to escort shore excursions. This, however, will always be at the discretion of the onboard management. Where appropriate, the Resident Historians should escort excursions relevant to their area of expertise.

ENTERTAINING GUESTS ON BOARD

The Cruise Director might ask the Resident Historian to host occasional tables during the cruise; complimentary house wine is available at lunch at dinner for all on board.

JPEGS AND BIOGRAPHICAL NOTES

Each Resident Historian will supply a high resolution (300dpi) head and shoulders image in “.jpg” format and a 150 word and a 50 word biographical note for use on the Viking website, in marketing material and end of cruise DVD.

SHARING OF LECTURE TITLES AND CONTENT – A COLLABORATIVE APPROACH

In order to ensure a successful and cohesive enrichment program for our guests and to minimize the redundancy of presentation content, we strongly urge Resident Historians and Guest Speakers booked on the same cruise to communicate with each other via their respective agencies prior to departure. By agreeing to travel, you are by default agreeing to engage with this collaborative approach. Please note, Resident Historians represented by a UK-based agency may communicate directly with Viking.

MEDIA AGREEMENT

- (a) The Resident Historian is not to publish, post or release any information that is considered confidential or not public. If there are questions about what is considered confidential the Lecturer should seek advice from Viking direct or via their agent representative.
- (b) Social media networks, blogs and other types of online content sometimes generate press and media attention or legal questions. The Resident Historian should refer these inquiries to authorized Viking spokespersons.
- (c) Whilst on-board and ashore, the Resident Historian is required to be an ambassador for Viking at all times, including any post made on social media. Please refrain from voicing any personal political views.

RESIDENT HISTORIAN DUTIES

ACKNOWLEDGEMENT OF RESIDENT HISTORIAN DUTIES AND REQUIREMENTS

By agreeing to travel you are by default agreeing to all the requirements set out in this document. Viking retains the right to cancel the appointment of any Resident Historian prior to travel in the unlikely event that these conditions are not met or we have reason to believe that they will not be met to an acceptable standard. Please note you will also be subject to the Terms & Conditions as set out on our website, www.viking.com