

STANLEY MUSEUM - HISTORIC SPECIALIST

May 25, 2020 – September 7, 2020

EMPLOYER: Sawtooth Interpretive and Historical Association (SIHA)

EMPLOYER'S MISSION: SA's mission is to protect and advance the natural and cultural history of the Sawtooth-Salmon River Country through preservation and education. SA is a non-profit 501(c) (3) association. For more about the Association please visit www.discoversawtooth.org

LOCATION: Volunteering in the Sawtooth National Recreation Area (NRA) in Stanley, Idaho offers a great opportunity for someone seeking a summer experience in a unique and spectacular setting. The Sawtooth NRA encompasses 756,000 acres in the "Heart of Idaho" where rugged peaks, alpine lakes, free running streams, and breath-taking scenery abound. This stunning landscape inspires quiet introspection and observation as well as offers unlimited opportunities for hiking, fishing, mountain biking, camping, boating, and many other recreational activities. Mailing address: Sawtooth Association, P.O. Box 75, Stanley, ID 83278.

The Position: The Historic Specialist will work 5 consecutive days at the historic Stanley Museum. He/She will work with the Museum Docent in order to tell the stories of Stanley to all the visitors who come through our doors, through interpretation, answering questions, and general information. A clean, professional appearance and friendly manner are expected. SIHA is a drug-free work place. Supervisor is Museum Docent.

GENERAL DESCRIPTIONS OF DUTIES: The Historic Specialist is responsible for daily operations at the Stanley Museum, including greeting the public, book and map sales, cleaning and maintenance of the building and the museum grounds, creating interpretive displays, and other media for delivering interpretive messages, and conducting interpretive talks at the museum.

RESPONSIBILITIES:

- Open and close Museum.
- Clean the museum each day, before and after closing
- Operate cash register, sell books maps and other merchandise, balance books and count money each day.
- Some grounds maintenance – lawn mowing, painting, cleaning, etc.
- Research, develop, and present specialized interpretive programs including guided walks, Junior Ranger activities, and evening programs. Locations may include the Redfish Center, Stanley Lake, Idaho Rocky Mountain Ranch, the Stanley Museum, or other venues. Assess and modify programs as necessary.
- **2020 Project:** The Historic Specialist will assist the Museum Docent in compiling all abstracts and transcribed Oral Histories into PDF documents for the installation onto our webpage and easier dispersal to the public.
- Answer questions about the history of the area and assist visitors in learning the story of our town.
- Research and create interpretive exhibits for the Stanley Museum.
- Learn how to use the Past Perfect Cataloging Software and enter artifacts into our artifact catalog.
- Manage logistics for Friday Forum & Lecture Series
- Interact with the public using our Social Media platforms via posts, blogs, etc.

MINIMUM QUALIFICATIONS:

- At minimum a Junior in college or have a Bachelor's Degree in History, Natural Resources, Education, Geography, Public Administration, or Interpretation, or working toward a degree, in these or related fields, or
- Comparable experience in Natural Resources, Education, History or Interpretation.
- Knowledge of Idaho history or willingness to learn.
- Must have a personal vehicle that is available to use in carrying out duties.
- Skill in verbal and written communications.
- Physical ability to stand and lift, and work extended hours.
- Knowledge of basic computer function and social media.
- Have the ability to walk at minimum one mile and lift 20 pounds.
- Be comfortable living and working in a remote location.
- Have a commitment to the mission of SIHA!
- Possess valid state driver's license; have access to a personal vehicle.

TRAINING: The Sawtooth Association will provide training for the Historic Specialist regarding interpretation, natural & cultural history of the Sawtooth NRA, and SA's mission, partners, and policies. Further training on the Museum will be held with the Executive Director and the Outlet Manager. The USDA Forest Service will include the Museum Docent in its annual seasonal employee orientation (inclusive of safety, community, policy issues, etc.).

PER DIEM/BENEFITS INCLUDE:

- \$850/month stipend is provided.
- Housing is provided free of charge at the Stanley Museum Apartment or at the Stanley Ranger Station employee compound.
- Personal vehicle mileage is reimbursed (at \$0.48/mile) for project work (NOT for traveling to and from work).
- SIHA polo shirts, jacket, and name tag will be provided.
- Supplies and project materials are provided.
- Weekly professional development lectures.
- Feedback regarding interpretive development.
- 20% discount on all SA bookstore items.
- A beautiful location for a seasonal position!

TO APPLY: Email cover letter, resume, and contact information for 3 references to siha-hiring-2020@discoversawtooth.org.

APPLICATION DEADLINE: Position open until filled.

SIHA is an equal opportunity employer.