

**HISTORIAN I**  
**HISTORIC JEFFERSON COLLEGE**  
**WASHINGTON, MS**

**STARTING ANNUAL SALARY PLUS BENEFITS: \$27,204.90**

**DEADLINE FOR RECEIVING APPLICATIONS: FRIDAY, APRIL 8, 2011**

*To apply for this position, please go to the State Personnel Board website ([www.spb.state.ms.us](http://www.spb.state.ms.us)) and submit an e-application, or call 601-576-6865 to request an application.*

This is professional work that involves thorough research, interpretation, preservation, and presentation of Mississippi's history and the history of Historic Jefferson College. Duties and responsibilities include the development and presentation of educational programs for school and adult groups, development and coordination of public events and programs, and development of museum outreach programs. The incumbent is responsible for the site's museum collection and collections management tasks including conducting historical research to identify artifacts, objects, and records relating to Historic Jefferson College and processing them according to the site's collections policy and maintaining the collections storage room. The incumbent manages the site's reference library, disseminates information to the alumni association, and coordinates and recruits volunteers. The incumbent participates in the daily operation of the site and sales shop and works every other weekend. The work involves independent decision making under the general supervision of a director. The position requires integrity and honesty, a commitment to quality public service, self management and interpersonal skills, and strong communication and public relation skills. Experience in museum collections management, historical research, and public programming is preferred.

**Education and experience must meet one of the following criteria:**

- Bachelor's degree from an accredited four-year college or university
- Related education and related experience may be substituted on an equal basis

MDAH is an Equal Opportunity Employer.