



DIRECTOR OF HISTORIC PRESERVATION

Historic Deerfield, a non-profit museum of American history and art in western Massachusetts, seeks a Director of Historic Preservation to lead the program of repair, restoration, and research of the museum's nationally significant historic structures. This position offers a rare, strategic opportunity to steward houses, barns, and other buildings dating from c.1730 to 1872, including 12 houses open to the public sitting within a townscape laid out in the seventeenth century and surrounded by hundreds of acres of exceptional, preserved beauty.

The successful candidate will join a talented staff with deep expertise and a shared commitment to interpreting the history and culture of early New England and the Connecticut River Valley. Historic Deerfield has one of the top collections of American decorative arts in the country; its museum houses are carefully furnished to reveal the culture and lifeways of a quintessential New England village over time. This remarkable site has been on the National Register of Historic Landmarks since 1962.

JOB SUMMARY

The Director of Historic Preservation conducts research on and oversees the care, repair, and restoration of Historic Deerfield's 55 antique structures. This full-time position reports directly to the Senior Vice President; works closely with the Director of Facilities, the Chief Financial Officer, and the Director of the Curatorial Department; and oversees the work of Historic Deerfield staff on historic buildings. Historic Deerfield offers a competitive benefits package, and salary will be commensurate with experience.

CORE DUTIES AND RESPONSIBILITIES

- Conduct detailed structure conservation surveys entailing close inspection of all Historic Deerfield's properties to document present conditions and to determine potential problems. Compile a prioritized list of projects to aid long-range planning.
- Oversee all work conducted on Historic Deerfield's historic buildings either by in-house maintenance crew members or by outside contractors. Work closely with the Director of Facilities in scheduling projects.
- Work closely with the Director of Facilities on yearly and long-range planning and budgeting for maintenance, repair, and restoration of Historic Deerfield's buildings and landscape features.
- Draft construction documents (plans and specifications) for various projects, contact appropriate contractors for bidding, oversee and document all work (written/photographic), and approve all related billing.
- Research and source materials, products, and firms to preserve Historic Deerfield's buildings. Draft proposals for soliciting designer and/or contractor services.

- Interact with local code enforcement officials and building and electrical inspectors.
- Conduct research and building archaeology on Historic Deerfield's structures as required for restoration work and for a better understanding of local building practices from the late 17th to early 20th centuries.
- Oversee the museum's extensive collection of architectural fragments. Conduct research and manage conservation regarding historic paints, wallpapers, and floor treatments as part of the restoration of historic interiors.
- Create basic floor plans and elevations compatible with historic structures reports.
- Collaborate with curatorial department staff on restoration plans and environmental issues that affect the institution's historic buildings and the Flynt Center of Early New England Life.
- Prepare lectures, presentations, and articles for the general public, professional organizations, museum education programs, college level programs, and staff training. Responsible for organizing the annual Building Trades Symposium.
- Reply to inquiries from the public and other institutions regarding preservation questions and issues.
- Other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- M.S. in Historic Preservation, or related field and experience
- 5 years minimum in the preservation field, with an emphasis on 18th to mid-19th century construction preferred
- Public speaking experience
- Hands-on restoration/construction experience
- Commitment to the values of diversity, equity, accessibility, and inclusion

While not required, the following are desirable:

- Lead Safe renovator-supervisor certificate
- Experience with Historic Structures Reports
- Construction supervisor license and working knowledge of current MA State Building Code
- Introductory CAD technology; proficiency with other relevant software tools
- Experience with field-based learning
- Familiarity with domestic mechanical systems (electrical, plumbing, heating, cooling, security, fire detection and suppression)

PHYSICAL REQUIREMENTS

Frequently stand/walk, sit, perform desk-based computer tasks, use a telephone, and grasp lightly/fine manipulation. May be required to be outdoors for extended periods of time and walk from building to building, climb a ladder, crawl in tight spaces, and lift and move up to 30 pounds.

Occasionally twist/bend/stoop/squat, reach/work above shoulders, grasp forcefully, writing by hand, sort/file paperwork.*

* - Consistent with its obligations under the law, the Museum will provide reasonable accommodation to any employee with a disability who requires accommodation to perform the essential functions of their job

WORKING CONDITIONS

- Work is performed in an interior/office environment and in historic buildings as necessary.
- Regular travel on campus to departments/buildings or to local off-campus locations
- This position may be eligible for a limited telework arrangement in compliance with the organization's Telework Policy.
- Weekend and evening work may be required.

To apply: Send letter of interest, resume, and references to Anne Lanning: jobs@historic-deerfield.org. Historic Deerfield is committed to a policy of Equal Opportunity Employment and nondiscrimination against any individual on the basis of race, color, religion, sex, sexual orientation, transgender status, marital status, national origin, ancestry, genetic information, age, disability, veteran status, or any other classification protected under state or federal law. This full-time, benefit-eligible position has an estimated starting salary range of \$55,000-75,000. Review of applications will begin on Monday, July 18, and will continue until the position is filled.