



## **JOB POSTING**

### **DIRECTOR**

**Jane and Littleton Mitchell  
Center for African American Heritage**

**REQUISITION #:** MC210706

**WAGE/SALARY:** Low- to mid- \$50's; commensurate with experience

**POSITION STATUS:** Fulltime with Benefits

**POSTING PERIOD:** July 6, 2021 until position filled

### **ABOUT THE ORGANIZATION:**

The Delaware Historical Society (DHS), founded in 1864, preserves, promotes, and shares Delaware's history in a welcoming environment to educate, inspire, and empower people and communities. DHS is an independent, non-profit, non-government historical society founded in 1864. DHS includes 9 historic buildings, 8 of which are in Wilmington and straddle the 500 block of Market Street, and the ninth is the "Gem of Old New Castle," the George Read House & Garden (designated a National Historic Landmark—the nation's highest level of historic significance—in 2017).

The Wilmington campus includes the Old Town Hall (1798) adjoining the Delaware History Museum and the Jane and Littleton Mitchell Center for African American Heritage (created in 2016). Across the street from these museum buildings (which include the museum store and staff offices) stands the DHS Research Library, the Library Annex (in the 1816 Robert Porter House), and the four Colonial-era buildings that comprise Willingtown Square. Each of the Wilmington buildings are contributing properties to the Market Street Commercial District on the National Register of Historic Places.

### **GENERAL INFORMATION:**

The successful candidate must demonstrate a passion for public history, African American history and culture, and knowledge of the value and relevance of history in today's society. Maturity and integrity are essential characteristics of the successful candidate. The position requires the ability to engage broad sectors of the public with information, context, and relevance of African American history critical. Knowledge of Delaware history and the uniqueness of the African American experience in Delaware history and that of the Mid-Atlantic region is a plus.

This position reports to the Delaware Historical Society Executive Director and the Mitchell Center Advisory Council.

### **POSITION RESPONSIBILITIES:**

- Collaborate with historical society staff, Center for African American Heritage advisory council members, and community partners to design and implement educational, interpretive, and family heritage programs for the Center for African American Heritage;

- Develop, implement, supervise and evaluate all educational programs associated with the Delaware Historical Society's Center for African American Heritage, including administrative tasks associated with the programs;
- Develop, implement and monitor web and social network-based programming associated with the Center for African American Heritage;
- Work as a team member in development, implementation and evaluation of outreach programs including assisting with fundraising or grant proposals where needed;
- Participate and provide support in planning and implementation of education programs institution-wide, including educational components of all exhibitions and publication of the Delaware History Journal;
- Hire, train, supervise and evaluate all guide staff, interns and volunteers associated with the Center for African American Heritage;
- Maintain all educational spaces used for the Center for African American Heritage programs;
- Assist in the proper and effective marketing and promotion of the Center for African American Heritage programs and events;
- In consultation with the Chief Curator, participate in the development of collections supporting the purpose and goals of the Center for African American Heritage;
- In consultation with the Chief Curator and Director of Education, provide research assistance and creative input in the development of exhibitions and publications for the Center for African American Heritage; and provide reference services to persons seeking access to Center for African American Heritage collections;
- Support and foster the ongoing initiatives of the Delaware Historical Society to practice diversity, inclusion, equity, and accessibility for long term sustainability.
- Participate in community outreach through speaking engagements, workshops, festivals, and other public events.

#### **EDUCATION AND EXPERIENCE:**

- Bachelor's Degree in African American Studies, American History, Museum Studies, Education or a similarly suitable course of study. Graduate Degree preferred.
- Three to five years of relevant experience with a public history agency, history museum, historical society or cultural organization.

#### **HOW TO APPLY:**

Please send **RESUME, COVER LETTER** and **3 PROFESSIONAL REFERENCES**.

- **Option #1:** via Email to [HR@dehistory.org](mailto:HR@dehistory.org). Be sure to reference job requisition #MC210706 in the subject line.
- **Option #2:** via US Mail Delaware Historical Society, ATTN: HUMAN RESOURCES - #MC210706, 505 North Market Street, Wilmington, DE 19801

No telephone calls.