



TEMPORARY CATALOGER

Collections Department

Fort Ticonderoga is committed to an authentic and engaging visitor experience in all facets of its public programs and uses its landscape, structures, exhibits, and collections to educate its visitors about the site's remarkable history. In support of Fort Ticonderoga's commitment to preserve and educate, a Champlain Valley National Heritage Partnership funded temporary cataloger will catalog and photograph a collection of Pre-Contact Native American archaeological artifacts recovered from the grounds of Fort Ticonderoga. The hired cataloger will digitize paper records and map object locations into a geographic information system (GIS). This staff member will work under the direction of the Registrar/Site Archaeologist. This project will increase the accessibility and public awareness of Indigenous artifacts for researchers, school programs, and general interest groups.

Fort Ticonderoga's Mission:

Ticonderoga preserves, educates, and provokes active discussion about the past and its importance to present and future generations. We foster an on-going dialogue surrounding citizens, soldiers, and nations through America's military heritage.

Vision:

We aspire to enrich the human experience and strengthen citizenship by fostering critical thinking, historical literacy, and an appreciation of beauty.

Knowledge, Skills, and Qualifications:

Applicant must be enthusiastic, energetic, detail-oriented, and have a passion for preservation and community engagement. Candidate must possess a strong ability to multi-task, follow priorities and schedules, and maintain collections organization in a fast-paced environment. Candidate must be able to work in a myriad of different climates and environments where the collections are housed, be a creative problem-solver, and be a team player. Must be able to lift up to 50 pounds. Previous experience working with collections management databases and with Pre-Contact collections preferred. Applicant will be working with archaeological collections.

Candidate should possess an interest or demonstrated background in Indigenous history, American military and social history, and related material culture.

Candidate must have a bachelor's degree, or equivalent work experience in an appropriate field of study. Experience in GIS is required. Master's degree desirable.

Work Schedule:

The normal working hours for this position will be Monday-Friday. Weekend, evening work may be required on a scheduled basis.

To Apply:

Fort Ticonderoga is an Equal Opportunity Employer. To apply, email a letter of interest and resume to Margaret Staudter, Registrar & Site Archaeologist at mstaudter@fort-ticonderoga.org, or by post to P.O. Box 390, 30 Fort Ti Rd., Ticonderoga, NY 12883.

Applicants should submit a CV and cover letter. PDF or DOC email file attachments must be labeled with the candidate's last name (example: Staudter_cv.pdf, Staudter_letter.doc)

Applications are due by 11/14/21. Positions begin January 2022 and will run for 11 weeks.

For more information, email mstaudter@fort-ticonderoga.org or call (518) 585-1015. For additional information on Fort Ticonderoga visit www.FortTiconderoga.org

Current: 10/2021