

## **Historic St. Mary's City**

### **Job Posting: Special Projects Conservator**

#### **Why Work Here?**

Historic St. Mary's City is located on the St. Mary's River, in a beautiful tidewater landscape of water, rolling hills, farmland, and forest. The 835-acre living history and archaeology museum is on the site of Maryland's first capital (1634-1695). Our team is fortunate to build upon decades of cutting-edge research, with recreated structures in the historic town center, a Woodland Indian hamlet, a tall ship, and a tobacco plantation staffed by costumed or uniformed interpreters who help visitors understand the stories of Maryland's history. Ongoing archaeological excavations continue to reveal new information about life in the past, and a new visitors center, the Maryland Heritage Interpretive Center, will come online in 2026. The museum has identified more than 300 archaeological sites within the St. Mary's City National Historic Landmark (NHL) and curates more than 6.5 million artifacts representing millennia of human history.

The museum is one of Southern Maryland's leading tourism attractions and hosts an active school tour program. Its collections are a resource for professional archaeologists, scholars, and college students. The HSMCC historical archaeology field school, one of the longest-running field schools in the nation, attracts students from all over the United States, as well as from other countries. The museum is overseen by the Historic St. Mary's City Commission (HSMCC), an independent agency of the State of Maryland, under the Office of the Governor. Although the Commission is state funded, external grants and philanthropy are increasingly important sources of support for operating and capital funding.

Salary: \$26.00 Hourly

FLSA Status: Non - Exempt; Contractual; Full-time (40 hrs/wk)

Reports to: Conservator

Work Conditions: Indoor lab work

Benefits: Subsidized Health Benefits, Limited Sick and Safe Leave

#### **What We Are Offering**

- Work with a passionate, welcoming, energetic, and highly collaborative team.
- Stewardship of world-class archaeological, historical, and living history resources.
- 40-hour work week
- Subsidized Health Benefits to include medical, prescription, dental, and flexible spending accounts.
- Medical plans include EPO, PPO and IHM options.
- Limited Sick and Safe Leave.

## **Duties/Responsibilities**

The Special Projects Conservator is responsible for performing a conservation survey of archaeological artifacts recovered from 17<sup>th</sup>- and 19<sup>th</sup>-century domestic sites as part of a *Save America's Treasures* grant project funded by the Institute of Museum and Library Services (IMLS). Responsibilities include pulling artifacts from collections storage, taking digital x-rays and performing condition assessments on artifacts, entering data into Re:discovery (a digital database), rebagging and rehousing artifacts as needed, as well as other duties as assigned. Additionally, there may be occasional public outreach opportunities where it will be expected that the special projects conservator helps the archaeology and collections department engage the public by discussing current on-going projects. The aim of this project is to determine which artifacts from these sites need interventive conservation treatment, helping to fulfill the Historic St. Mary's City Commission's (HSMCC) mission: to preserve and protect the archaeological and historical record of Maryland's first colonial capital and to appropriately develop and use this historic and scenic site for the education, enjoyment, and general benefit of the public. This is a one-year contract with the opportunity for renewal. This position pays \$26/hour and is full-time (40 hours per week), non-exempt.

## **Qualifications**

- B.A. in Conservation, Archaeology, Anthropology, History, or related field.
- MSc in Conservation or relevant experience.
- Familiarity with digital curation databases such as Re:Discovery.
- Experience with colonial and/or precolonial archaeology, architecture, and artifacts. Familiarity with the colonial history and archaeology of the Chesapeake region preferred.
- Ability to take direction and work independently.
- Personal desire and ability to engage the public in person and in digital formats.
- Ability to use computers, especially Microsoft Office software including Word, PowerPoint, and Excel.
- A willingness to learn and adopt new technological tools to serve the museum's Research and Collections program.

To apply please submit your resume, cover letter, and three references to:  
Porzia.Purves@maryland.gov To ensure full consideration, applications should be received by June 16, 2025.

It is unlikely that any one candidate will be perfect for this job, as the skills and experience needed to be successful exist on a spectrum. Frequently cited statistics show that candidates with disabilities, BIPOC candidates, women, and members of marginalized and/or systematically excluded groups apply to jobs only if they meet 100% of the qualifications. It is rare for anyone to meet 100% of the qualifications, so if this position interests you, you have relevant experience, and are confident that you can do the job, please just apply. EEO