

## **Natural Heritage Trust Employment Announcement**

Title:	Interpreter of Native American History
Agency:	Natural Heritage Trust
Agency Assignment:	NYS Office of Parks, Recreation and Historic Preservation
Location:	Peebles Island, Waterford, NY
Compensation:	\$62,500 and benefits package
Work Schedule:	Full time, 37.5 hours per week; Monday-Friday

### **Organizational Backgrounds**

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The Natural Heritage Trust (NHT) is a New York State public benefit corporation. Established in 1968, the NHT's mission is to receive and administer gifts, grants and other funds to further public programs for parks, conservation and historic preservation purposes of the State of New York. The NHT is governed by a four-member Board of Directors comprised of the Commissioner of the Office of Parks, Recreation and Historic Preservation, the Chair of the State Council of Parks, the Commissioner of the Department of Environmental Conservation, and the Secretary of State.

The Office of Parks, Recreation and Historic Preservation (OPRHP) is a state agency within the New York State Executive Branch that is responsible for the care and management over 215 Parks and Historic Sites. Collectively, these public facilities provide both residents and visitors access to natural, historic and scenic resources with opportunities for outdoor recreation and places to learn about New York's rich cultural heritage.

The Bureau of Historic Sites (BHS) provides professional museum services to all 35 New York State-owned historic sites, as well as New York State parks with historic resources. All of these properties are the original homeland of many Tribes and Nations who continue to share and preserve a rich cultural legacy here in New York and also beyond our state borders. Our goal is to help shape narratives with the support of visitors, partners, and community members that are inclusive, accurate, and treat the stories of all people with dignity.

The selected candidate for this position will be an employee of the NHT with work conducted under the supervision of OPRHP Bureau of Historic Sites.

### **Description of Duties**

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The Interpreter of Native American History implements the interpretation of Indigenous peoples in a broad variety BHS projects. The Interpreter of Native American History ensures that the perspectives of Indigenous peoples are included in our interpretation for a more truthful view of the past and present. They will serve as a liaison, historical interpreter, and guide during this process

#### Specific Duties:

- The development of exhibits, signage, and other written interpretive materials based on primary and secondary research and incorporating an Indigenous lens to promote accurate and sensitive story telling.
- Advise Bureau of Historic Sites's Interpretive Programs Fund and signage review programs for sensitive interpretation.

- Consult as needed with official tribal representatives from the nations for whom New York is an ancestral home in order to meaningfully inform their representation at New York State Parks and Historic Sites.
- Provide opportunities in historic sites for Indigenous communities to share their culture and history on their own terms.
- Frequent in-state travel, as well as periodic nights and weekends.

## Qualifications

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### Required:

- Excellent communication, research, and writing skills
- A strong background in Northeastern Native peoples and their histories
- Experience working with Native People in a cultural organization or historic institution
- Experience working on some aspect of an interpretive product (educational tours, programs, signs or exhibits)

### Preferred:

- Experience in public speaking

## Additional Comments

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NHT is committed to building and encouraging an inclusive workplace that strives for respect and promotes and values diversity. We believe that organizations that are diverse in age, gender identity, race, sexual orientation, physical or mental ability, ethnicity, and perspective, or any other trait that makes an individual unique, are proven to be better organizations. Please consider joining the team as we work together to build a welcoming workplace where employees recognize their unique characteristics, skills, and experiences are respected, valued, and celebrated.

To support our employees, NHT provides a generous benefits package similar to what is offered to New York State employees. Our total compensation package includes, but is not limited to, leave benefits (14 paid holidays as well as paid vacation, sick, and personal leave); a comprehensive health insurance program including medical, prescription drug, dental, and vision plans; and membership in the NYS Employees Retirement System. Additionally, employees may be eligible for partial remote work schedules.

## How to Apply

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Applicants must submit Cover letter, resume, and a writing sample via email: [Kjirsten.Gustavson@parks.ny.gov](mailto:Kjirsten.Gustavson@parks.ny.gov)

Deadline: COB, November 15, 2024

Contact: Kjirsten Gustavson  
NYS Office of Parks, Recreation and Historic Preservation  
[Kjirsten.Gustavson@parks.ny.gov](mailto:Kjirsten.Gustavson@parks.ny.gov)

*It is the policy of the State of New York and NHT to provide for and promote equal opportunity employment, compensation, and other terms and conditions of employment without unlawful discrimination on the basis of age, race, color, religion, disability, national origin, gender, sexual orientation, veteran or military service, member status, marital status, domestic violence victim status, genetic predisposition or carrier status, arrest and/or criminal conviction record, or any other category protected by law, unless based upon a bona fide occupational qualification or other exception. The NHT is an equal opportunity/affirmative action employer.*

*Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide their current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Office of Employee Relations at (518) 474-6988 or via email at [info@oer.ny.gov](mailto:info@oer.ny.gov).*