



JOB DESCRIPTION

Job Title: Resource Educator

Reports To: Site Administrator – OFJ, Site Administrator – HFH, and Director of Interpretation

Description:

To teach history to diverse audiences using a variety of techniques and educational themes; to assist in the development and implementation of interpretive programs as instructed by management; to provide exceptional customer service; to work collaboratively to achieve the mission of Coastal Heritage Society; to generate revenue for CHS by selling its products and services; to assist with departmental operations.

Responsibilities:

- Teach history through interpretation of the multiple histories at CHS sites to include structuring presentations, improving interpretation through new learning and research, and conducting specifically designed educational programs.
- Use a variety of presentation techniques to meet the needs of diverse audiences and meet guidelines as defined by CHS standards of interpretation.
- Assist in training other resource educators.
- Interpret and participate in a variety of interpretive events.
- Participate in program and exhibit development as directed by management.
- Maintain an appropriate historical environment as needed.
- Knowledgeable of site/program requirements.
- Knowledgeable of visitor/employee security and safety.
- Provide exceptional customer service.
- Work collaboratively to achieve the mission of CHS.
- Generate revenues for CHS.
- Black powder safety (as applicable).
- Perform other duties as assigned by supervisor.

Qualifications:

- 4 years of college, preferred.
- Must possess excellent communication and presentation skills.
- Must be able to read and assimilate information.
- Must be customer focused.
- Effective problem-solving skills.
- Proven ability to multi-task and work with diverse groups of people.
- Must be able to work outdoors in all weather conditions and to come in daily contact with pollen, dust, and mold.
- Must be able to meet physical demands of job including walking, standing, climbing, bending, kneeling, pushing and pulling, and lifting and moving objects up to 50+ lbs. in a varied environment to include railroad

tracks, cobblestones, diverse terrains inside and outside of historical structures, and possibly wearing period appropriate clothing.

- Must be able to work flexible hours, including weekends and holidays.

To apply, please email Emily Beck at ebeck@chsgeorgia.org with a cover and résumé. If qualifications are met, potential candidates will be contacted by phone or email to schedule an interview. **Please no phone calls or drop-ins.**