

Dovetail Cultural Resource Group (Dovetail) is a woman-owned cultural resource management firm headquartered in Fredericksburg, Virginia, with an office in Wilmington, Delaware, serving the greater Mid-Atlantic region. We strive to foster an atmosphere of thorough communication and diligent research, empowering staff relationships with each other, our clients, and our preservation partners to best assist our clients in navigating the cultural resource compliance process and achieving their preservation goals.

Dovetail is currently accepting applications for a full-time Architectural Historian in our Fredericksburg, Virginia office. Primary responsibilities of this position center on the day-to-day management and performance of small-to large-scale projects. The ideal candidate should be detail-oriented and well-organized, with strong analytical and communication skills. Salary will be commensurate with experience. The salary range for this position is \$45,000-\$70,000, dependent upon experience, and the position is eligible for performance-based bonuses. Benefits include paid vacation, sick leave, and holidays; group medical and dental insurance; 401k plan with matching; and an annual professional development stipend.

**Job responsibilities include, but are not limited to:**

- Plan and execute projects, including background investigations, archival and primary source research including chain of titles, all stages of fieldwork, and reporting, in accordance with project scope, timeline, and budget and in coordination with co-workers
- Develop and manage project budgets, and direct the activities of staff assigned to your projects
- Preparation of historic contexts, National Register of Historic Places nominations, state resource form packets, and cultural resource management reports to company and agency standards
- Train and mentor architectural history staff in research methods, field procedures, project management, and cultural resource laws, as appropriate

**Minimum qualifications and critical competencies:**

- Graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history, plus at least one year of full-time professional experience or equivalent specialized training in architectural research, administration, or management **OR** Bachelor's degree in architectural history, art history, historic preservation or closely related field plus one of the following: at least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history
- Demonstrated ability to carry research to completion
- In-depth understanding of architectural documentation methods for all phases of work, as well as the ability to share this knowledge with less experienced co-workers
- In-depth knowledge of the architectural styles and trends commonly found in one or more states in Dovetail's service area
- Thorough understanding of federal and state preservation law, particularly Section 106 of the National Historic Preservation Act
- Possession of a valid U.S. driver's license
- Ability to work outdoors in hot or cold temperatures, in conditions that may include wind, rain, and/or snow
- Ability to travel overnight
- Preference will go to candidates who have experience in cultural resource management, and with mid-Atlantic State Historic Preservation Office procedures, in particular

Please submit a cover letter including availability to start, curriculum vitae/resume, salary requirements, and three references to Arlene Patel at [apatel@dovetailcrg.com](mailto:apatel@dovetailcrg.com). Any questions may be directed to Ms. Arlene Patel by email or at (540) 899-9170.

*Dovetail is an Equal Opportunity Employer.*