



## HISTORIAN

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. Our philosophy is centered on helping clients and agencies achieve their preservation goals while fostering an internal atmosphere of collaboration, sound science, and respectful interactions within our staff.

Dovetail is seeking applications for a full-time Historian based out of our Fredericksburg, Virginia office, with flexible remote work options; a part-time position would be considered for the right candidate. Primary responsibilities of this position center on the day-to-day management of projects, including communication with clients and agency personnel; planning, supervising, and executing research; and writing reports and contributing to other deliverables. Responsibilities may also extend to writing proposals, training and mentoring other technical staff, and architectural studies, as appropriate. The ideal candidate should be detail-oriented and well-organized, with strong research and writing skills. The salary range for the position is \$45,000-\$65,000, dependent upon experience, and the position is eligible for annual performance-based bonuses. Benefits include paid vacation, sick leave, and holidays; group medical and dental insurance; 401k plan with matching; and a professional development stipend.

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

- Planning and executing projects in accordance with project scope, timeline, and budget
- Performing archival and primary source research, including chains of titles
- Completing cultural resource management reports to company and agency standards, including contextual background reviews and historic contexts
- National Register of Historic Places and state/local designation nominations, HABS/HAER/HALS documentation, and viewshed studies
- Coordinating project tasks with co-workers, including architectural historians, archaeologists, GIS staff, and others
- Responsibilities may extend to architectural reviews, development of interpretive materials, such as signage and pamphlets, or performing oral histories or other public outreach tasks

### **Minimum qualifications and critical competencies:**

- Graduate degree in history, public history, architectural history, historic preservation, or closely related field plus at least one year of full-time professional experience related to duties of the position **OR** Bachelor's degree in history, public history, architectural history, historic preservation or closely related field plus at least two years of full-time experience in research, writing, or teaching American history with an academic institution, historical organization, agency, museum, or other professional institution
- In-depth knowledge of standard archival research methods and ability to convey historical data through reports and other written media
- Thorough understanding of federal and state preservation law, particularly Section 106 of the National Historic Preservation Act preferred
- Possession of a valid U.S. driver's license
- Ability to travel overnight (up to 10 percent)
- While the position is primarily research-based, an understanding of architectural styles/trends and architectural documentation methods and/or experience in CAD or GIS is a plus

Please submit a cover letter detailing your interest and experience as it relates to the position, a curriculum vitae/resume, salary requirements, and a minimum of three references to Nicki Sauvageau at [nsauvageau@dovetailcrg.com](mailto:nsauvageau@dovetailcrg.com). We will begin reviewing applications on November 1, though the position will remain open until filled. Any questions may be directed to Ms. Sauvageau by email or at (540) 899-9170.

*Dovetail is an Equal Opportunity Employer.*