

<b>JOB TITLE:</b>	#1202 Interpreter III, Lead
<b>OPEN TO:</b>	This job is open to all applicants.
<b>LOCATION:</b>	Forest History Center
<b>SALARY:</b>	\$15.07 hourly minimum
<b>STATUS &amp; HOURS:</b>	Part-time, regular (780 annual hours) position. Weekly hours vary according to seasonal site needs.
<b>CLASSIFICATION:</b>	61L Service
<b>HIRING MANAGER:</b>	Site Supervisor
<b>POSTING DATE:</b>	April 29, 2015
<b>DEADLINE DATE:</b>	Application materials must be received by May 6, 2015.
<b>SUPPLEMENTAL FORMS:</b>	Not required for this position.

**DESCRIPTION:** The Minnesota Historical Society (MNHS) seeks applicants for a Interpreter III, Lead to provide interpretation and training for history and naturalist programs; assist in the implementation of special events; and support the training of interpretive staff, interns and volunteers.

**RESPONSIBILITIES:** 1) receive, welcome and orient visitors and serve as an MNHS Ambassador; 2) study site-related program materials to enhance delivery of the site's interpretive and naturalist programs; deliver programs, tours and outreach; 3) provide training, mentoring, and work direction for Interpreter I/II staff, interns, and volunteers; and 4) perform administrative, operational, and safety tasks supporting the site .

**MINIMUM QUALIFICATIONS:**

- High school diploma plus one year program experience or equivalent.
- Demonstrated skill in delivering interpreter programs within the Minnesota Historical Society.
- Knowledge of Minnesota's forest history: cultural and recreational uses, logging practices, products manufacturing, conservation, preservation, and the evolution of forest management.
- Rudimentary knowledge of forest ecosystems: plants, animals, and microorganisms.
- Rudimentary knowledge of woodstove cooking, saw filing, blacksmithing, woodworking, and horsemanship.
- Demonstrated experience providing consistent, high-quality customer service to a diverse public, including children, teachers, senior citizens, and professional staff.
- Strong human relation and leadership skills and ability to mentor, train, motivate, and provide work direction.
- Capability and willingness to authentically portray assigned 1900 and 1930's period character roles through the use of costume, grooming, mannerism and living history presentations.
- Knowledge of teaching and interpretive techniques.
- Valid driver's license.
- Physical strength, stamina and coordination to perform maintenance and program tasks. Must be able to lift 50 lbs., walk up to three miles a day and stand for long periods.
- Must be willing to work rotating schedules or varying hours year around.

**DESIRABLE QUALIFICATIONS:**

- College coursework in U.S. history, environmental history, ecology, forestry, wildlife management, outdoor recreation, or other related field.
- Experience in theater or as an entertainer.
- Ability to play a musical instrument such as a guitar, accordion, or harmonica.
- Interest in outdoor recreation, i.e., cross country skiing, snowshoeing, mountain biking, hiking, archery, dog sledding, ice skating, canoeing, etc.

- Certification as a Master Naturalist or a strong working interest in phenology.
- Ability to use a variety of historic tools and equipment including: wood stove cooking equipment, carpentry tools, axes, crosscut and felling saws, and blacksmithing tools.
- Expertise as a teamster working with draft horses.
- Working knowledge of proper sales, electronic cash register and accounting procedures in gift shop and ticket sales areas.

**TO APPLY:** Submit *MNHS Application for Employment*, (available at [www.mnhs.org/jobs](http://www.mnhs.org/jobs)), cover letter, resume, and if applicable, any supplemental forms. Application materials must be complete and received by the application deadline date in order to be considered by one of the methods below:

<b>Attn:</b> [Fill in Job Title] <b>Minnesota Historical Society</b> <b>345 Kellogg Boulevard West</b> <b>St. Paul, MN 55102-1906</b>	<b>Attn:</b> [Fill in Job Title] <b>Email:</b> <a href="mailto:humanresources@mnhs.org">humanresources@mnhs.org</a>	<b>Attn:</b> [Fill in Job Title] <b>Fax:</b> 651-297-3343
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Incomplete application materials will be returned. If submitting materials for more than one position, you must provide *MNHS Application for Employment*, cover letter, and resume for each position. Applicants who are offered employment will be subject to passing a background check as a condition of employment. EEO

**Applications will be acknowledged**

**- No phone calls please -**