

March 2024

**Title:** Custom House Educator

**Deadline:** March 22, 2024

**Location:** Sag Harbor, New York

**Job Type:** Part-time hourly, Seasonal/Weekends

**Duration:** April 15th to October 2024

**Reports to:** Director of Education and Engagement

**Compensation:** \$20.00 per hour.

Preservation Long Island seeks enthusiastic Educators to join our team at the Custom House in Sag Harbor. If you are passionate about the history of Long Island and New York, American material culture, and architectural preservation, we want to hear from you. Applicants of all backgrounds are encouraged to apply.

### **Position Description**

Educators at the Custom House lead guided tours of the 18<sup>th</sup> century house, using narrative history and discussion to promote a deeper understanding of Long Island's rich and complicated past.

This is a part-time seasonal position with a pay rate of \$20.00 per hour. The historic house is open to the public Fridays, Saturdays, and Sundays, 10:00 AM-2:00 PM from Memorial Day to Columbus Day. Educators are expected to work at least one day per week. Paid training is provided and begins in April.

### **Responsibilities:**

- Lead interactive tours that engage visitors of all backgrounds, perspectives, and ages
- Open and close the museum for visitor hours
- Welcome visitors to foster an inclusive environment on site
- Attend training sessions and regularly scheduled check-in meetings
- Ensure that the house, collections, and site are maintained in good order; immediately report any issues to headquarters staff
- Collect admissions and book sales income
- Give and receive constructive feedback
- Be Preservation Long Island's Sag Harbor emissary; stay informed about our events and other programs.

### **Qualifications**

- Enthusiastic about learning and sharing history with the public
- Able to engage with diverse audiences and adapt communication styles accordingly
- Punctual and reliable
- Comfortable handling money, credit card processing, and a basic security system.
- Candidates with previous experience teaching in a museum or other educational settings are encouraged
- Educators are expected to work at least one day per week (Friday, Saturday, or Sunday) while the museum is open to the public

**How to Apply**

Interested applicants should email a resume or list of experience to Elizabeth Abrams at [eabrams@preservationlongisland.org](mailto:eabrams@preservationlongisland.org)

Preservation Long Island recognizes and values the benefits of a diverse workforce. We are committed to providing equal opportunity in employment to all qualified persons without regard to race, color, religion, sex, age, disability, national origin, gender identity, or sexual orientation.

**About Custom House**

Built in 1770, the Custom House served as both the civic office and private residence of Henry Packer Dering, Custom Master for the federal port of Sag Harbor following the ratification of the Constitution. As an officer of the federal government, Dering successfully implemented Treasury Secretary Alexander Hamilton's new system of federal taxation, while also accommodating the needs of local merchants. The commerce regulated by the Custom House transformed Sag Harbor into a sophisticated cosmopolitan port, helped stabilize the economy of the fledgling nation, and allowed local residents to see themselves not just as New Yorkers, but as citizens of the United States. The Custom House stands today as one of the oldest surviving custom houses in the country.

**About Preservation Long Island**

Headquartered in Cold Spring Harbor, NY, Preservation Long Island's mission is to celebrate and preserve Long Island's diverse cultural and architectural heritage through advocacy, education, and stewardship of historic sites and collections. Working to raise awareness, appreciation, and support for the celebration of a shared past, our program areas include interpreting historic sites; collecting art and material culture pertaining to Long Island history; creating publications and exhibits; and providing direct support and technical assistance to individuals and groups engaged in local preservation efforts.