



PRESERVATION LONG ISLAND

Incorporated as The Society for the Preservation of Long Island Antiquities

April 2026

Title: Gallery Guide

Positions Available: 3

Location: Cold Spring Harbor, New York

Job Type: Part-time hourly, Seasonal/Weekends

Duration: July 2–November 22, 2026

Reports to: Chief Curator and Director of Collections

Compensation: \$18.00/hour.

Position

Preservation Long Island is seeking enthusiastic Gallery Guides to join our team for the upcoming exhibition season. In addition to the permanent collection on display in our gallery, this year's exhibition, *Wood and Water: Furniture on Long Island, 1660–1860* opens in July. Guides will play a crucial role in enhancing exhibitions by engaging directly with visitors in the gallery.

Responsibilities:

- Undergo training on exhibition content and guide responsibilities (paid)
- Open and close the gallery for visitor hours
- Greet and manage visitors
- Collect admissions and book sales
- Enhance the visitor experience by providing relevant information about the exhibition, highlighting key artifacts, artworks, historical context, and general information about Preservation Long Island and its programs
- Be informed about exhibition themes, content, and historical content to answer visitor questions accurately
- Maintain gallery safety and tidiness

Qualifications

- Reliable, organized, and outgoing
- Excellent communication and interpersonal skills
- Ability to engage with diverse audiences and adapt communication styles accordingly
- Ability to handle money, credit card processing, and a basic security system.
- An interest in history and/or the decorative arts as well as previous guide/docent and/or customer service experience are a plus.

Terms

This is a part-time, seasonal position with availability up to four days per week from 11:45am-5:15pm on Thursday, Friday, Saturday and Sunday. The gallery is open from 12pm to 5:00pm, Thursday through Sunday. Guides will coordinate schedules with their supervisor to ensure

adequate coverage when the gallery is open. This schedule may be subject to change during exhibition public programs and events. Compensation will be \$18.00/hour.

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.

How to Apply

Interested applicants should email a resume or summary of experience to Jackie Powers at info@preservationlongisland.org.

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.

About the Exhibition:

This year's exhibition, *Wood and Water: Furniture on Long Island, 1660–1860* opening in July, is organized in celebration of the 50th anniversary of the Bicentennial publication, *Long Island is My Nation: The Decorative Arts and Craftsmen, 1640–1830*, and the 250th anniversary of the Declaration of Independence.

Across centuries, furniture has brought Long Islanders into contact with each other and the world beyond their shores. Incorporating 40 objects ranging from high-style chests to everyday seating furniture, *Wood and Water* offers a rich cross-section of Long Island society before the Civil War. The exhibition interprets the region's unsung craftspeople—Quaker joiners, Black makers, women upholsterers, Dutch turners, and Indigenous weavers—alongside the furniture they used and crafted. From the workshop to the domestic sphere, furniture connected Long Islanders as they navigated a shifting social and political landscape during New York's rise to global prominence.

About Preservation Long Island's Permanent Collection:

Collecting since its founding in 1948, Preservation Long Island is home to what is recognized as one of the most significant regional assemblages of material culture in New York State. Both diverse and comprehensive, Preservation Long Island's collections comprise over 3,000 objects and 185 cubic feet of archival materials. Ranging from artistic and technological masterworks, to documentary imagery and everyday artifacts, our collections reveal four centuries of life on Long Island.