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**Title:** Historic Interpretation Associate—Flynn Mansion/Immigrant Stories Focus  
**Classification:** Seasonal, non-exempt  
**Department:** Programming  
**Reports to:** Director of Interpretation

**JOB SUMMARY:**

The historic interpreter associate assists Living History Farms in achieving its mission: to educate, entertain, and connect people of all ages to Midwestern rural life experiences. This person will interact with the museum's guests, explaining through demonstrations the cultural stories and historic skills of Iowa immigrants from several cultural traditions at the Flynn Mansion and Tangen House at Living History Farms. This person will be working with historic domestic tools, such as woodstoves, cleaning equipment, needlework and decorative arts items, and garden tools, as well as assisting with care of small animal livestock or poultry. Work environment includes standing much of the day and working both inside and outside of historic homes while wearing reproduction historic clothing issued by Living History Farms.

**Job Duties:**

- Provides excellent customer service to museum guests, whenever interacting with the public. Ensures an inclusive experience for all with the ability to create safe spaces for learners of all ages.
- Demonstrates through planned activities and interpretation programming the life and culture of the Flynn Family, the Flynn Farm and business employees, as well as telling the story of other immigrant cultures present in rural Iowa in the 1870s such as the Norwegian cultural tradition represented at the 1876 Tangen Home.
- Reads and understands historical and agricultural source material as provided.
- Leads seasonal education programming as assigned, for adults and children, including enrichments, adult education classes, day camp, tour groups and other programs.
- Develops skill in demonstrating processes and equipment related to a 19th century immigrant households, including cultural traditions, foodways (wood stove cooking/food preservation), domestic house-keeping, textiles, gardening, poultry care.

- Conducts routine site upkeep including cleaning of household interiors and equipment, gardening, care of poultry, according to museum guidelines.
- Maintains and monitors strict safety guidelines for equipment, activities and programs, ensuring safe practices by all site interpreter associates.
- Coordinates use of on-site artifacts according to museum guidelines.
- Masters provided training on Living History Farms internal procedures to safely handle small livestock, such as chickens.
- Other duties as assigned.

### **QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Consistent attendance and scheduling flexibility is an essential function of the position. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **EDUCATION and SKILLS:**

- Ability to communicate and work effectively with others, both staff and volunteers. Must be able to work independently or as part of a team to deliver quality educational programming.
- Bachelor's Degree in related field
- Enjoys working with the general public, and people of all ages, especially children
- Possesses excellent communication (verbal and written) skills
- Display a willingness to learn, and a "can do" mentality
- Approach situations with creative, analytical and problem-solving skills
- Demonstrate exceptional customer service skills
- Enjoy working in a dynamic, fast-paced, team-oriented workplace
- Demonstrate an ability to work independently, following through on tasks to completion
- Be comfortable working outdoors, sometimes in adverse conditions such as heat, rain, etc. (Most buildings are not climate controlled)
- Able to perform physical tasks (lift 50 lbs.) with physical mobility
- Have experience with computer programs, such as the Microsoft Office package
- Successfully pass a criminal background check

### **Position Hours**

Work schedule will be dependent on museum needs and hours. Generally during summer touring season from May through the end of October hours will average 30-35 hours weekly. Summer touring season days will include Tuesdays through Saturdays from 8:45 am – 4:15 pm approximately. Historic

Site work environment requires standing for long periods of time, often working in outdoor environment including heat/cold.

**General Information:**

Living History Farms is an interactive outdoor museum which educates, entertains and connects people of all ages to Midwestern rural life experiences. It is a privately run, not-for-profit organization on 500 acres located in Urbandale, Iowa. Historical interpreters dress in period clothing and re-create the daily routines of early Iowans on three farm sites spanning the years 1700-1900 and an 1876 town. For more information, please visit [www.Livinghistoryfarms.org](http://www.Livinghistoryfarms.org).

**Application procedure:**

Send resume and cover letter with LHF application to:

Living History Farms  
2600 111<sup>th</sup> Street  
Urbandale, IA 50322  
Email: [jdennis@lhf.org](mailto:jdennis@lhf.org)  
FAX: (515) 278-9808