



**Full Time Curator**  
**Sharon Historical Society & Museum**  
18 Main ST, Sharon CT 06069  
860-364-5688  
[sharonhist.org](http://sharonhist.org)

To apply, please send your résumé and a cover letter to [hr@sharonhist.org](mailto:hr@sharonhist.org) by September 30, 2022.

**About:**

The Sharon Historical Society & Museum is located in the historic Gay-Hoyt house on the village green of the picturesque New England town of Sharon, CT in the foothills of the Berkshires, two hours from New York City and three hours from Boston. Once Mohican and Schaghticoke land, the area is known for its industrial, agricultural, and architectural heritage, and its natural scenic beauty. Sharon has a thriving arts community, sports and recreation activities from skiing to fly fishing, and hiking as well as proximity to the region's top cultural attractions

The Sharon Historical Society & Museum (SHS) plays an active role in the community and the region by preserving, collecting, and sharing Sharon's stories. In addition to preserving a unique collection of historic objects and archives, the Museum mounts changing exhibitions inspired by the region's rich history, develops school and public programs, and maintains an extensive research library. Current major projects include the design of a permanent exhibition of the history of Sharon and the region with a focus on its once thriving iron industry, a comprehensive collections inventory, and the processing and exhibition of the Frances Morehouse Kelsey Archives of photographs.

The SHS works closely with New England's top historical museums and associations and strives to be a center of excellence. SHS is run by an active Board of Directors and a professional Executive Director, assisted by committees of longtime community volunteers.

## **Job Description:**

The Curator reports directly to the Executive Director and is responsible for:

### Collections Management

- Maintains and researches the current collection.
- Manages the physical collections records and the digital records using Connecticut Collections and Connecticut Archives Online.
- Evaluates and processes new acquisitions.

### Exhibitions Design and Research

- Develops, designs and installs exhibitions, working closely with the Executive Director, the Programs & Exhibition Committee, and the Collections Committee.
- Researches and writes articles and content for the SHS newsletter and website and various public presentations.

### Assist Executive Director

- Greets visitors.
- Maintains social media outreach.
- Trains and schedules interns and volunteers.
- Supports existing programs for outreach to local schools.
- Coordinates public research access and research requests with the support of volunteers.
- Researches and assists in writing grants to support various programs.

### Qualifications and Additional Information

- Significant experience in an historical society or museum curatorial work with collections systems.
- Advanced degree in museum studies, public history, or a related field is strongly preferred.
- Strong written communication and presentation skills.
- Applicant should be a self-starter and motivated to work with colleagues on multiple projects.
- Salary commensurate with experience - starting range \$40,000.
- Start date as soon as possible.