

### ***Paid internship opportunity at Historic Hanna's Town***

#### POSITION: HISTORIC SITE INTERN

POSITION OVERVIEW: We are seeking an independent, enthusiastic individual who will work on educational projects and lead guided tours at Historic Hanna's Town. The Historic Site Intern will have the opportunity to hone their skills in public history and the interpretation of museum collections and historic sites.

#### PRINCIPAL FUNCTIONS:

- Developing a furnishing plan of exhibited items (including artifacts, reproductions, and other resources) used in historic buildings at Historic Hanna's Town. This furnishing plan will be used to document the location, historical use, and interpretive value of exhibited items across the site.
- Presenting guided tours of Historic Hanna's Town to diverse audiences and assisting with public programs.
- Interacting with members of the public, staff, and volunteers in a professional manner.
- Participating in training sessions and independent study of relevant topics.
- Maintaining the historic site through light cleaning and organizing.

#### QUALIFICATIONS:

- Interest in history, interpretation, and museum collections.
- Written and oral communication skills.
- Able to work pleasantly and professionally with the visiting public, staff, and volunteers.
- At least 18 years of age, with some college coursework preferred.

Interns should be willing to work weekdays and weekends and also work both on-site and from home to complete assigned tasks. The Education & Interpretation Manager will work with the Intern to determine their schedule.

JOB TYPE: This is a paid, temporary, part-time position at \$10 an hour, 10-15 hours a week, for approximately 12 weeks. The Education & Interpretation Manager will also work with students to fulfill college credit requirements.

The Westmoreland Historical Society is an equal opportunity employer.

TO APPLY: Interested candidates should submit a resume, cover letter, and letter of recommendation to the Education & Interpretation Manager, Pamela Curtin, at [pam@westmorelandhistory.org](mailto:pam@westmorelandhistory.org) by Friday, September 17.

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# WESTMORELAND

HISTORICAL SOCIETY

Where history is present.

The following PA Act 153 clearances, or proof of application of clearances, are required beginning employment and as a condition of continued employment:

- Pennsylvania Child Abuse History Clearance
- Pennsylvania State Police Criminal Record Check
- FBI Fingerprint Criminal Background Check (Non-residents of Pennsylvania or those who have lived in Pennsylvania less than ten years)

## ***About Historic Hanna's Town***

Established in 1773, Hanna's Town was the site of the first seat of government for Westmoreland County and the first English courts west of the Allegheny Mountains. It was a home to frontier settlers, hosted travelers along the Forbes Road, and served as a recruitment center during the Revolutionary War.

The Hanna's Town Resolves, adopted May 16, 1775, responded to the shots fired at Lexington and Concord and proclaimed citizens' willingness to defend against Great Britain. On July 13, 1782, Hanna's Town was attacked and burned by the Seneca and their British allies in one of the last conflicts of the Revolutionary War. Its subsequent conversion to farmland preserved it as an archaeological time capsule of frontier life in western Pennsylvania.

Today, Historic Hanna's Town is a Westmoreland County park and historic site listed on the National Register of Historic Places. Its programs, tours, and educational initiatives are overseen by the Westmoreland Historical Society.

