



ARCHITECTURAL HISTORIAN II

Dovetail Cultural Resource Group (Dovetail) is a woman-owned cultural resource management firm headquartered in Fredericksburg, Virginia, with an office in Wilmington, Delaware, serving the greater Mid-Atlantic region. We strive to foster an atmosphere of thorough communication and diligent research, empowering staff relationships with each other, our clients, and our preservation partners to best assist our clients in navigating the cultural resource compliance process and achieving their preservation goals.

Dovetail is currently accepting applications for a full-time Architectural Historian II in either our Fredericksburg, Virginia or Wilmington, Delaware office. Primary responsibilities of this position center on the management of architectural history projects of all types and sizes, including development of methodologies and research designs, communication with clients and agency personnel, planning and executing research and fieldwork, production of technical products, and managing schedules and budgets. The ideal candidate must be detail oriented and well organized, with strong communication skills. The salary range for this position is \$45,000–\$74,000, plus performance-based bonuses. Benefits include paid vacation, sick leave, and holidays; group medical and dental insurance; 401k plan with matching; and an annual professional development stipend.

Job responsibilities include, but are not limited to:

- Plan and execute projects and project-related tasks, including background investigations, archival and primary source research including chain of titles, all stages of fieldwork, and reporting, in accordance with project scope, timeline, and budget and in coordination with other Dovetail departments and staff
- Coordinate project activities with clients and appropriate agency staff, including development of formal compliance documents, as needed
- Develop project proposals, including scopes of work and budgets
- Compose and/or edit project reports and other deliverables for submission to clients and agencies
- Train and mentor architectural history staff in research methods, field procedures, project management, and cultural resource laws, as appropriate

Minimum qualifications and critical competencies:

- Bachelor's degree in architectural history, art history, historic preservation or closely related field plus at least five years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution, *of which three must be in a cultural resource management setting* **OR** Graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history, plus at least three years of full-time professional experience or equivalent specialized training in architectural research, administration, or management, *at least two of which must be in a cultural resource management setting*
- Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history and/or participation in a local, state, or federal board of professional architectural review
- Understanding of the roles and relationships involved in the historic preservation process, our clients' projects, and compliance with applicable cultural resource laws
- Thorough knowledge of state historic preservation office guidelines for architectural history investigations, preferably in the Mid-Atlantic region
- In-depth knowledge of the National Register of Historic Places Criteria for Evaluation and Aspects of Integrity and thorough understanding of federal and state preservation law, particularly Section 106 of the National Historic Preservation Act
- Possession of a valid U.S. driver's license
- Ability to work outdoors in hot or cold temperatures, in conditions that may include wind, rain, and/or snow
- Ability to travel overnight, with trips generally being one to four nights (hotel and per diem provided)

Please submit a cover letter including availability to start, curriculum vitae/resume, salary requirements, and three references to Adriana T. Moss at amoss@dovetailcrg.com. Any questions may be directed to Ms. Moss by email or at (540) 899-9170.

Dovetail is an Equal Opportunity Employer.