

Cultural Resources Team Lead, Site Director

Eudora Welty House and Garden, Museum

Starting annual salary: \$51,693.41

Application deadline: May 25, 2022

The Mississippi Department of Archives and History is recruiting a Cultural Resources Team Lead, site director to serve at the Eudora Welty House and Garden (EWH&G). The site consists of the Eudora Welty House, a National Historic Landmark site, its accompanying garden, and a visitor center and museum located next door. The Mississippi Department of Archives and History interprets the home to 1986 when Welty was still actively writing and traveling.

This work is highly professional in nature, and the incumbent will be responsible for directing and managing operations at the EWH&G. Responsibilities will include managing the site budget, overseeing and facilitating site maintenance work, developing strategic plan objectives, creating and producing a wide variety of programming for school groups and the general public, supervising site staff members and volunteers, and serving as a public relations representative for the site. The site director will also work closely with the Eudora Welty Foundation and other Welty partners.

The position will be based at the Eudora Welty House and Garden in Jackson and will work closely with the Museum Division administration.

This position typically requires a bachelor's degree with at least seven years of related experience.

Preferred Qualifications:

- Historic site and/or museum management experience.
- Excellent supervisory, managerial, and organizational skills.
- Strong interpersonal and decision-making skills.
- Strong verbal and written communication skills.

To apply for this position, submit an online application via the Mississippi State Personnel Board. For more information, contact the MDAH human resources office at 601-576-6866. The Mississippi Department of Archives and History is an equal opportunity employer.