

# **FORT MEIGS HISTORIC SITE - HISTORIC INTERPRETER**

**FORT MEIGS ASSOCIATION, PERRYSBURG, OHIO**  
**29100 W. River Rd.**  
**Perrysburg, OH 43551**

Pay Range: \$16/hour starting

## **WORK SCHEDULE**

This position requires 40 hours per week, with the workdays primarily being Wednesday through Sunday. This position involves frequent evening and regular weekend and holiday work that will be assigned with notice. It is seasonal through October 31 with potential to expand to full-time, year-round status upon review.

## **JOB DESCRIPTION**

The primary responsibility of this position is conducting educational programs and activities at Fort Meigs Historic Site. This includes leading school tours, daily guided tours with varied audiences, and interpreting the history of the site, along with the performance of a variety of tasks which contribute to the educational objectives of the Fort Meigs Association. This position also cross-trains to work in the museum store and minor maintenance around the site.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Conducts tours and other educational programs both on and off-site
- Participates in and assists with setup and tear down of special events, interpretive programs, and other educational activities.
- Wears and maintains period clothing, maintains period appearance during interpretive programming, as appropriate
- Fires period black powder weapons and becomes efficient to train volunteers in the use of safety procedures of those weapons
- Utilizes basic sewing techniques sufficient for the upkeep of period clothing
- Works in admission, store sales, or other areas of the site, as needed. May patrol and perform light security work, maintenance work, or parking management, or other duties involving the guests' safety and the protection of site property
- Works closely with staff and volunteers; establishes a positive reputation with the Old Northwest Military History Association and other living history organizations
- Other duties as assigned

## **SUPERVISORY RESPONSIBILITIES**

No direct reports, but could, with direction, guide the work of volunteers. This position primarily reports to the Manager of Programs with the FMA Executive Director serving as a second level supervisor.

## **QUALIFICATIONS**

Education and/or Experience:

- High school diploma or equivalent required
- Prior public speaking experience preferred.
- General knowledge of American history, the War of 1812, Ohio history, military history, and interpretive principles preferred.
- General knowledge of historical research procedures required.

### **Language Skills:**

A demonstrated ability to absorb information and to communicate effectively with the public in a rational and intelligible manner.

### **Mathematical Skills:**

Requires mathematical skills needed to operate a cash register, point of sale system, and/or make change

### **Technical Skills:**

Some knowledge of routine clerical work such as cash receipts and basic computer skills, including Windows OS, Zoom, and Microsoft Office products

### **Reasoning Ability:**

Ability to work both independently and collaboratively while carrying out assigned duties with minimum supervision

## **PHYSICAL DEMANDS**

Normal range of hearing, speech, and sight to communicate with a varied audience. Requires eye-hand coordination and manual dexterity sufficient to operate a keyboard, telephone, photocopier, other office equipment, and black powder weapons. Requires prolonged walking, standing, sitting, stooping, bending, or twisting. Requires ability to lift up to 50 lbs. on occasion.

## **WORK ENVIRONMENT**

Work is performed indoors and outdoors, in all weather conditions. Frequent exposure to dust, dirt, water and hot, cold, and/or wet working conditions. Frequent exposure to black powder, loud noises, and smoke from black powder. Work involves walking, speaking, and frequent contact with the guests, school and tour groups, staff, and volunteers. This position involves frequent evening and regular weekend and holiday work. Requires the wearing of period appropriate clothing (provided) and ability to work within the site's period clothing guidelines.

## **ABOUT FORT MEIGS HISTORIC SITE**

This National Historic Landmark sits on its original location along the historic Maumee River. The seven blockhouses, five artillery batteries and numerous earthworks appear much as they did during the spring of 1813. The Ohio History Connection (OHC) first reconstructed the fort in the 1970s and more recently

in 2003. The Fort Meigs Association, a 501(c)(3) non-profit, manages the site on behalf of the OHC and the State of Ohio.

Historical interpreters dressed in 1812 clothing present demonstrations of camp life, weapons, and other activities throughout the summer. Reenactments and special events further highlight America's rich military history. Exhibits in the fort's blockhouses describe the life of a soldier, the building of the fort, and dramatic accounts of the two sieges against the fort in 1813.

A modern visitor center houses classrooms, a museum store, and a museum. The museum exhibits tell fascinating stories about early Ohio, the War of 1812, the impact of the war in Ohio, and how historians and archaeologists learned what happened at the fort. Important artifact collections are featured in the museum exhibits, including War of 1812 weapons, accouterments, uniforms and personal items of soldiers.

The museum and visitor center is open year round. The fort itself is open for touring from April through October 31.

**TO APPLY**

Submit a resume, cover letter, and list of professional references via email to Ashley Phlipot, Executive Director at [aphlipot@fortmeigs.org](mailto:aphlipot@fortmeigs.org)

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