



Minute Man National Historical Park

Site Supervisor

Leslie Obleschuk

Title of Supervisor

Chief of Interpretation and Education

About the Park Site

Minute Man National Historical Park, created in 1959, preserves the sites, structures, and landscapes associated with the opening of the American Revolution in 1775. The park receives approximately 1 million visitors annually, with most visiting April-October. The park spans three different towns: Lexington, Lincoln, and Concord - all with numerous opportunities for recreational activities and services.

About the Position

The Minute Man CVA will serve as part of the volunteer management team. Responsibilities will include volunteer recruitment, training, scheduling, recognition, and program management. The CVA will be the front-line volunteer coordinator for the park's individual Visitor Guide, Living History Players, Battle Road Trail Guide, and Stewardship Wednesday program. In addition, the CVA will coordinate group service projects for a diverse range of volunteers including nationally recognized days for events. Outreach plans implemented by the CVA will focus on community engagement and youth audiences. Related tasks will involve on-line park event promotion and community event participation. In preparation on these roles, the CVA will be trained in visitor services and interpretation, service-learning, and the tenets of living history.

Driving Requirements

A car and valid driver's license is required in this position. Daily duty station assignments vary; a car is necessary to access all areas of the park in a timely manner; travel by car is necessary from park housing to access shopping, groceries, and other amenities.

Typical Schedule

Hours are generally 8:45 am to 5:00 pm or 9:15 am to 5:45 pm, depending on the duty/park site for the day. The schedule typically includes weekends and there are occasional events and activities during evening hours

Ideal Ambassador

Work Ethic and Attitude

We are looking for a reliable, creative, mature, and resourceful young person to join our team. The ideal candidate has a positive attitude; is patient, with attention to detail, optimistic, motivated, and emotionally mature.

Basic Skills

- Professional and clear oral and written communication skills
- Comfortable speaking in large groups and making presentations
- Ability to self-direct and effectively participate in small team environments
- Computer literate (MS office, Google)
- Preferred: knowledgeable of American history

Nearby Attractions and Amenities

The park has 1,038 acres with 2 visitor centers, 5.5 miles of restored Battle Road Trail through the battlefield for walking, biking, hiking, running and visiting, the iconic North Bridge and The Minute Man Statue, and 11 historic "witness" structures.

Housing

Housing in the park is provided

Relevant Experience

- Working or volunteering in a setting that regularly engages the public, specifically in a visitor service, park, or museum setting
- Working at a summer camp, park, or museum;
- coordinating or planning events
- Mentoring/leading/training volunteers or staff in any setting

Preferred Majors

History, Education, Museum Studies, Theater Arts