



TITLE: Hutchinson House Director

Location: Edisto Island, SC

OPENING DATE: April 1, 2023

CLOSING DATE: Open until filled

REPORTS TO: EIOLT Executive Director

EMPLOYMENT: Full-Time, 40-Hour Work week

- **Please Note:** *This position is funded by a 3-year grant from Mellon Foundation. The Edisto Island Open Land Trust plans to continue to provide funding for this position beyond the grant period.*

ABOUT THE HUTCHINSON HOUSE

The Hutchinson House, located on Edisto Island, SC, is a significant building listed on the National Register of Historic Places 1987 as one of the oldest identified intact houses on Edisto Island associated with the Black community after the Civil War. It was the residence of Henry and Rosa Hutchinson. The house was constructed circa. 1885 by Henry Hutchinson on land purchased by his father James "Jim" Hutchinson. James Hutchinson pooled his money with several other freedmen in 1874 to create a land cooperative to purchase Shell House or Clark plantation, and other parcels, totaling 404 acres, where the house was built. Both father and son had been born into slavery on Edisto. The house was a statement of resilience, stability, and success. Although the house is not large, the one and a half story building is raised off of the ground and stands tall on the landscape. Originally built in a folk Victorian style, the house had a wrap-around porch on three sides and ornate bargeboard details.

The Hutchinson House played an important role in African American civil rights and the struggle for equality. Jim Hutchinson's roles in the Civil War and activism after emancipation had a large impact on residents, his family, and his son Henry.

Purchased by the Edisto Island Open Land Trust in 2016, near total collapse, today the house is in the final phase of restoration. The future use of the house and site is intended for public access and interpretation. A unique opportunity awaits for this special place to connect people to the difficult history on Edisto Island and to create space to better understanding the importance of the Gullah Geechee and African American heritage and culture.

POSITION SUMMARY

This is a full-time senior staff position that leads the implementation and management of a Mellon Foundation Humanities in Place grant. The Hutchinson House Director (HHD) will work with the EIOLT Executive Director to develop, design and implement all

aspects of the interpretation and future operation of the Hutchinson House and grounds, in order to open the site to the public. This will include researching and hiring consultants to help establish the overarching interpretation philosophy and strategy appropriate for this site, and to be capable of having the greatest impact on visitors to the property. Once the interpretation strategy is determined and adopted, the HHD will help select and lead the consultants hired to design and fabricate all the interpretive signage, materials and platforms for the site. In tandem with this responsibility, the Director will help hire and oversee the consultants responsible for the landscape plan, site plan, and public access, as well as phase II of the archaeology research, and the archival process for the documents and artifacts related to this project.

In addition, this grant funding provides support for cultural events and activities on the site, which the HHD will be responsible for helping develop, market and coordinate. These programs are not only intended to engage visitors with the Hutchinson House site and story, but also to establish a source of revenue for the sustainability of this historic site. This position requires a commitment to developing new support, new audiences, and a new message through community engagement, telling a complete and transparent history, and turning the site into a community resource. Highest priority is placed on the accurate interpretation of history by acknowledging and uplifting the submerged histories of enslaved people, free Blacks, Reconstruction and life on Edisto for African Americans today. The HHD will also be assisting with the creation of an interpretation plan and a business plan for the future operation of the site. The individual selected for this position will play one of the most critical roles in the interpretation, development and sustainability of this historic project.

DUTIES AND RESPONSIBILITIES

Collaborate with the Executive Director, Board of Directors and family descendants to:

- Develop, implement, and evaluate a comprehensive interpretive plan that advances the organization's mission of telling the full American story and that reflects the needs and interests of the local community.
- Collaborate with community members in the development and delivery of interpretation at the site.
- Oversee the design, fabrication and installation of all interpretation signage, materials and platforms.
- Develop policies and procedures for interpretation, including a staff training manual and program. Develop, deliver, and maintain up-to-date interpretive training modules and resources.
- Plan, implement and evaluate interpretive programs and products. This includes, but is not limited to, on-site and remote programs, activities, demonstrations, tours, events, community engagement opportunities, social media, web-based digital projects, brochures, maps, etc.
- Plan and manage public programs and activities for adults and children that foster social justice, sustainability, and wellbeing in ways that connect them to the site's natural and historical resources in relevant and meaningful ways.
- Build trust and foster ongoing relationships with local community groups and organizations.

- Position the site to integrate justice, equity, diversity, access, and inclusion policies site wide as it relates to public programs and interpretation.
- Establish the timeline and benchmarks for the implementation and completion of the Mellon Foundation grant supported activities, with metrics that can be measured and reported.
- When working onsite, public contact, and ability to work successfully in close proximity to others required. When working off site, ability to work effectively in a remote environment, maintaining productivity and communications to meet deadlines and goals, is required.
- Through interpretation and public programs, grow visitation, engage new and repeat visitors, analyze, and evolve experiences.
- Other duties as assigned.

QUALIFICATIONS

- At least 5 years relevant experience in the field of history interpretation and/or informal education at historic sites, museums, or related organization, including at least 2 years supervisory experience.
- Advanced project-management skills, including budget management, consultant selection and management. Ability to achieve results with general supervision.
- In-depth knowledge of US and Southern history, particularly as it pertains to colonialism, the African diaspora, slavery, free Blacks, abolitionist and anti-slavery movements, Reconstruction, Jim Crow era, Civil Rights, and efforts to achieve justice and equity for people of color.
- Knowledge of the US Historic Preservation movement; United States and South Carolina civics; ecological systems, climate change and its impact on natural and human communities strongly preferred.
- Demonstrated experience with the fundamentals and key practices of interpretation, including site interpretation for both adult and child audiences. Demonstrated knowledge of and experience with public history, history, museum studies or equivalent work experience.
- Demonstrated success in engaging culturally diverse colleagues and stakeholders. Ties to culturally diverse affinity groups, professional organizations, or related associations are a plus. Able to talk effectively about identities such as race, ethnicity, sexual orientation, class, ability, or gender in plain, specific terms as they relate to the workplace and cultural heritage.
- Experience successfully managing key stakeholders and relationships. Track record of building and maintaining productive relationships with multiple stakeholders.
- Advanced analytical and problem-solving skills, including issue identification and prioritization.
- Effective presentation skills. Excellent writing, spelling, grammar, and proofreading skills, as well as strong verbal communication and customer service skills. Strong organizational skills. Excellent attention to detail.
- Ability to prioritize and multi-task efficiently and respond to a high volume of ongoing requests in a timely fashion. Able to handle frequently changing and/or unscheduled tasks with accuracy.
- Advanced knowledge of Microsoft Word and Excel required. Familiarity with other software, including databases, a plus.
- Regular and reliable attendance is required.

- Some travel required.
- Entrepreneurial spirit and skill set a plus.

MINIMUM REQUIRED EDUCATION AND WORK EXPERIENCE:

A Bachelor's Degree in African American History, Museum Studies, History, Sociology, Anthropology, Nonprofit Management, Archives, Business Development

One-year supervisory experience in museum administration, museum exhibitions or the curation of collections.

PREFERRED EDUCATION AND WORK EXPERIENCE:

An earned master's degree in African American History, Museum Studies, Anthropology, History, Sociology, or a related field. Demonstrated interest in and understanding of operations of small museums and public interpretation of African American History.

Three (3) years' experience in museum administration, museum exhibition, or the curation of collections.

SALARY- \$67,000 per year

BENEFITS - Benefits include employer contributions for a HSA, Dental and vision plan, paid holidays, vacation and personal/sick leave, retirement plan with employer match.

TO APPLY:

Submit the following via email to john@edisto.org, Subject: Hutchinson House Director Position

(Position will remain open until filled)

- A cover letter explaining your interest and qualifications for the position.
- A detailed resume, or curriculum vita.
- Three professional references with contact information (the search committee will contact references for final candidates).