



Curator of Collections

POSITION SUMMARY:

The NSCDA, one of the nation's oldest women's organizations devoted to historic preservation, seeks an experienced museum curator for the Dumbarton House Museum collections and archives. The Curator of Collections will also have the opportunity to steward the newly created *Great American Treasures* museum alliance, which brings together more than 60 diverse national historic sites curated by the NSCDA. S/he will be responsible for envisioning, creating, and mounting a new semi-permanent exhibition, conducting scholarly research leading to presentations and publications, as well as developing a collections plan for the NSCDA's archives. As a team player and experienced collaborator, the Curator of Collections will be an integral part of senior leadership, working closely with external vendors, guest curators, and museum professionals to coordinate all curatorial related projects at Dumbarton House Museum.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Research and implement historic furnishing plans for Dumbarton House's period rooms, collaborating with the NHDH staff on interpretation, funding, promotion, and photography of the interiors.
- Collaborate with NHDH staff on the creation of a 3-5 year plan for the exhibition galleries at Dumbarton House, implementing individual exhibitions in concert with contract designers, lenders, fabricators, mount makers, and object handlers.
- Working with the Collections Manager, oversee the routine updating of the Collections Management Policies for the NHDH fine and decorative arts as well as archival collections. Ensure that policies and procedures are implemented.
- Work with the Executive Director and NHDH staff to forefront the properties and stories of the NSCDA's Great American Treasures, collaborating with GAT properties and their leadership.
- Publish on Dumbarton House history and collections; collaborate with the Executive Director on a GAT publication slated for release in 2025.
- Oversees and directs the work of the Collections Manager.
- Represents the NSCDA, Dumbarton House, and Great American Treasures to colleagues within the historic site/museum community both locally and nationally.

KEY ATTRIBUTES & QUALIFICATIONS:

- Bachelor of Arts degree in art history, American history, historic preservation, or related field, + 2-3 years of curatorial experience, preferable at an historic house museum. (M.A. in American material culture, historic preservation or a related field + 5 or more years of progressive curatorial experience at a museum or historic site)



- preferred).
- Strong organizational, writing, and verbal communication skills.
 - Proven ability to research, understand, furnish, and interpret historic interiors.
 - Ability to collaborate successfully with colleagues, vendors, craftsmen, and Board members.
 - Flexibility and reliability are critical.
 - Ability to climb stairs, bend, crawl, and reach.
 - Ability to travel to GAT properties nationwide.

SALARY AND BENEFITS:

- \$50,000 – 60,000 annually
- Paid time off
- Health, Dental, and Vision Insurance
- Retirement Plan
- Life Insurance.
- Free on-site parking
- Transit/Capital Bike Share benefits
- Staff museum gift shop discount
- Dumbarton House is an Equal Opportunity Employer.
- Proof of full vaccination is required upon hire.

TO APPLY:

- Send a cover letter and resume to: Hiring Committee at jobs@dumbartonhouse.org subject line: “Curator of Collections”
- No phone calls please.
- Qualified applicants will be contacted to schedule an interview and have references reviewed.

Location: Dumbarton House Museum, 2715 Q Street, NW Washington DC, 20007

About the NSCDA

The National Society of The Colonial Dames of America (www.nscda.org) is one of the oldest historic preservation organizations in America. Founded in 1891 as a women's lineage organization, the NSCDA now has over 15,000 members in 44 Corporate Societies and owns, operates or supports over 90 historic properties and sites throughout the United States. Our mission is to promote respect for the people, places and events that led to the formation of our country through historic preservation, patriotic service, and history education programs.