

Position Notice
Collections Coordinator – The Salem County Historical Society
Salem, New Jersey

The Salem County Historical Society, a private, non-profit, volunteer-based organization, founded in 1884 on the site of the oldest English speaking settlement on the Delaware River in Salem, New Jersey seeks a full-time Collections Coordinator to work up to 40 hours per week. This individual will be a key team member, providing coordination, care and management of the Society's museum, library and education collections, organizing community outreach, managing Society volunteers, programs and projects. The Collections Coordinator will report to the Society's Executive Director and regularly collaborate and work with Committee Chairs, volunteers and the general public.

Society resources include several buildings in historic Salem New Jersey including a museum, research library, an active membership and an endowment.

Immediate opening. Bachelor's degree required with experience in museums, libraries or historical organizations. Advanced degree preferred. Salary range for this position is \$36,000-\$46,000 and is commensurate with qualifications of the applicant. Only qualified individuals will receive a response. EOE

Submit cover letter, resume and at least three references by email to:
schs@salemcountyhistoricalsociety.com