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****JOB ANNOUNCEMENT****

Employer: Alabama Historical Commission
www.ahc.alabama.gov

Position: **National Register of Historic Places Coordinator**

Classifications: Position will be filled by hiring from one of the following State Personnel Registers: Cultural Resource Specialist (Architectural History or History Option), Cultural Resource Coordinator, Senior Cultural Resource Coordinator

Salary range: \$33,256.80 -- \$67,660.80

Location: Montgomery, Alabama

Open until: Filled

As Alabama's State Historic Preservation Office, the staff of the Alabama Historical Commission work to preserve, protect, and interpret Alabama's historic places. By working with other state and federal agencies, local communities, and interested citizens, the AHC seeks to build a greater awareness of Alabama's past and to encourage the long-term preservation of Alabama's significant cultural resources. Through its various programs the AHC strives to show how historic resources contribute to the heritage, economy, and quality of life of all Alabamians.

The National Register Program Coordinator position is responsible for the administration of the National Register of Historic Places (NR) program in Alabama. The person filling this position must have a strong technical and working knowledge of National Park Service rules, requirements, and forms relative to the administration of the National Register program. This position evaluates and interprets federal guidance, notices, and initiatives to assess their impact on applicants, as well as their impact on internal policies and procedures. This position develops and monitors policies, procedures, and guidelines for statewide implementation of the National Register program and recommends strategies for improved services and administrative efficiencies. This position processes and makes recommendations regarding assessment of eligibility submissions; reviews and assists with preparing National Register nominations and supporting documentation. This position provides professional expertise in Alabama history and historical development, and the research and documentation of historic properties in Alabama. The position reviews historic contexts, and initiates and develops techniques for the identification and evaluation of historic resources in Alabama. This position will conduct site visits and participate in special projects as necessary. The person filling this position must be able to maintain good and positive working relationships with the public, professional consultants, and employees of the National Park Service and other state and federal agencies.

The applicant must meet the Secretary of the Interior's Professional Qualifications Standards in the area of History or Architectural History.

To apply, visit <https://personnel.alabama.gov/jobs>. Search for Cultural Resource Specialist—Architectural History; Cultural Resource Specialist—History; Cultural Resource Coordinator; Cultural Resource Coordinator, Senior. You may apply for more than one classification depending on education and experience.

Contact Lee Anne Wofford, Deputy State Historic Preservation Officer with any questions.
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