

Seeking Faculty Advisors for Cultural Heritage in the Forest 2023

The U.S. Forest Service (FS) and the Advisory Council on Historic Preservation (ACHP) seek two Faculty Advisors currently working for Historically Black Colleges & Universities (HBCUs) to assist in implementing the 2023 Cultural Heritage in the Forest (CHIF) summer program.

About the Program:

CHIF is a paid, four-week educational internship for 8-12 HBCU students interested in historic preservation or history-related fields. The goal of the program is to prepare HBCU students for future careers in cultural resources management, historic preservation, archaeology, history, and related careers, bringing diversity into these traditionally nondiverse fields. Much of the program takes place on Forest Service lands, and educational activities are primarily facilitated by the FS and the ACHP.

Requirements:

Professional Experience:

- Currently teaching at an HBCU, in fields related to history, historic preservation, or social justice
- Preferred three or more years of experience in academic teaching, advising, and/or coaching
- The ideal candidate will demonstrate experience in leading students in immersive educational or travel programs.
- Candidates must be able to provide proof of eligibility to work in the United States, possess a valid driver's license, and be comfortable driving for several hours.

Scope of Work:

The Faculty Advisors are responsible for overseeing the safety and well-being of students during the program. The first week is virtual; the other three are in person. The Faculty Advisors will attend the first week's virtual orientation and will accompany student participants during the three-week travel portion of the program. The Faculty Advisors will communicate and face possible challenges calmly and respectfully with FS and ACHP staff, partners, and guests. The Faculty Advisors will liaise with the ACHP and FS to ensure smooth coordination of logistical details and students' participation in program activities, and will use this information to oversee high quality logistical implementation.

Other responsibilities include the following:

1. Participate in student learning: Provide support to students and facilitate their experiential learning during the program, in coordination with FS and ACHP staff. Faculty Advisors must attend students' virtual orientation and must attend as many in-person student sessions and field trips as possible during the three-week in-person portion of the program.
2. Provide needed information to coordinate logistics of their own and (if necessary) the students' participation: Provide the ACHP, FS, and/or contractors information needed for the ACHP, FS, and/or contractors to make travel arrangements and food purchases for the Faculty Advisors and students, as needed. Be responsible for students' transportation, including driving a rental van to learning sites, airports, and other locations as needed.
3. Record-keeping: Faculty Advisors must maintain all receipts of expenses that were incurred to support high quality logistical implementation of the program (for example, but not limited to, purchase of food, beverages, gas, supplies, and other miscellaneous items).
4. Capture lessons learned: Prepare a brief final report with lessons learned from participants and partners, and make recommendations for future programs.

Term: July 10 to August 2, 2023

Contract Amount and Payments: The total stipend for each Faculty Advisor is \$13,000.

How to Apply: The review of applications will begin immediately and close March 24. Please submit the following application materials to sglimcher@achp.gov:

- Cover letter explaining why the candidate would be a good fit for the program
- Resume
- Contact information for three professional references

For more information: Candidates should attend the upcoming student information session or request the recording of the webinar.

Thursday, March 2 at 12 p.m.

https://achp.zoomgov.com/webinar/register/WN_nJEFVY00QKCgTe1hwLDQnw

Any Questions? Contact Susan Glimcher at (202) 517-1480 or sglimcher@achp.gov.