

Mellon/ACLS
PUBLIC FELLOWS PROGRAM 

Job Title:	Program Manager for Cultural Disaster Analysis
Organization:	Smithsonian Cultural Rescue Initiative
Location:	Washington, DC
Stipend:	\$67,500 with health insurance for the fellow, professional development funds, and relocation allowance
Start Date:	September 4, 2018

ORGANIZATION DESCRIPTION

The Smithsonian is the world's largest museum, education, and research complex with 19 museums, 21 libraries, the National Zoo, and numerous education and research centers. The Institution is also a global organization, working across art, history, culture, science and education in more than 130 countries—all in the service of the Smithsonian's mission: the increase and diffusion of knowledge. Established in 2012, the Smithsonian Cultural Rescue Initiative (SCRI) represents a national and international effort to ensure that cultural heritage survives natural disasters and human conflicts and remains as a resource for civic and economic well-being. SCRI's mission is to protect cultural heritage threatened or affected by disasters and to help communities in the United States and abroad preserve their identities and history.

SCRI serves as a trusted convener for the many individuals and organizations who participate in cultural heritage rescue through SCRI's functions of **recognition** (raising awareness), **resilience** (training), **response**, and **research**. In the past five years, SCRI has worked with a number of partners to help heritage affected by international disasters in Haiti, Mali, Egypt, Syria, Iraq, Nepal and domestically in Texas, New York, Puerto Rico, South Carolina, and Louisiana, among others. Research is at the heart of SCRI's planning and implementation work. It participates in two university consortia: The Conflict Culture Research Network, led by the University of Pennsylvania, and the Global Consortium for the Preservation of Cultural Heritage, led by Yale University.

Together with FEMA, SCRI co-chairs the National Emergency Heritage Task Force made up of 58 national service organizations and federal agencies created to protect domestic cultural heritage from the effects of natural disasters and other emergencies. Through the Smithsonian, SCRI has the international connections and capabilities to bring together coalitions of the cultural heritage community around large and complex recovery operations, such as the response to the earthquakes in Haiti and Nepal. SCRI also works with these organizations on training courses that prepare cultural stewards and emergency managers to respond to disasters that threaten heritage. Learn more at www.culturalrescue.si.edu.

POSITION DESCRIPTION

The Program Manager for Cultural Disaster Analysis will monitor, organize, coordinate, and evaluate program implementation, operations, and administration to meet the needs of cultural heritage organizations working on response. S/he will have a vital role in providing data in an accessible form to SCRI leadership, collaborators, and other stakeholders, and will participate in the two research consortia to which SCRI belongs and will catalyze research and education programs with them based on SCRI's work.

This position is *only* available through the Mellon/ACLS Public Fellows program.
You may *not* contact the host institution to inquire about this position.

Working with SCRI's extensive response network, the program manager will interact on a daily basis with cultural heritage stewards and emergency managers in the public and private sector. The program manager will develop skills in the area of damage assessment, rapid documentation, emergency evacuation, salvage and rehousing, geospatial information, crowdsourcing as a damage information tool, responder training, crisis communication, team building, and organizational development. This is a new position that reports to the Director of the Smithsonian Cultural Rescue Initiative and Cultural Heritage Preservation Officer, which is housed in the Office of the Secretary, under the auspices of the Smithsonian Ambassador at Large. The position will prepare the fellow for a career in disaster response, public affairs, or international and domestic education and training, among other fields.

Key duties and responsibilities:

- Strategic outreach to cultural heritage, disaster risk management, academic and other types of institutions, to establish partnerships and collaborations that improve disaster planning and response for cultural heritage both domestically and internationally;
- Fostering joint work with consortia partners;
- Development of an annual budget proposal and expenditure plan to include monitoring spending of Federal allocation and other funds (grants/contracts, gifts);
- Initiation, coordination, and management of components of the disaster response outreach program, which includes monitoring disaster situations, outreach to cultural institutions, first responders, civil authorities, and other organizations to collect information and develop tracking and sharing tools thereby improving disaster response and coordination for cultural heritage;
- Contributing to all phases and aspects of the design, development, and dissemination process, from strategic long-term planning to day-to-day operations;
- Creation of products to inform the public and the cultural heritage community of best practices, to include training and conference sessions related to disaster response;
- Serving as a liaison to other related Smithsonian programs and units, including the National Collections Program, the Provenance Research Initiative, The Office of Government Affairs; and the Office of International Relations; and
- Providing technical assistance to staff related to disaster response projects.

QUALIFICATIONS

- PhD in the humanities or humanistic social sciences;
- Interest in developing supporting analysis in the field of disaster response for cultural heritage;
- Aptitude for analyzing and synthesizing complex information and providing it in different formats;
- Interest in creating experiential training materials;
- Demonstrated ability to work collaboratively and effectively with a wide range of stakeholders and collaborators;
- Excellent organizational skills;
- Demonstrated written communication skills; and
- Ability to produce resource materials in a dynamic environment.

APPLICATIONS

- Information on the Mellon/ACLS Public Fellows Program:
www.acls.org/programs/publicfellows
- All applications must be submitted through the ACLS Online Fellowship Application System (ofa.acls.org)
- Application deadline: March 14, 2018, 9 p.m. Eastern Daylight Time

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