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## HISTORIAN 2

**Nature of Work:** Under general direction performs administrative and supervisory duties which contribute to the successful continuation of historic preservation and the protection of historical sites in West Virginia. Performs related work as required.

**Distinguishing Characteristics:** The Historian 2 classification is distinguished from the Historian 1 by presence of administrative or supervisory duties and/or designation by the State Historic Preservation Officer as having an expert or advanced status.

### Examples of Work

- Identifies historic themes important to West Virginia.
- Provides National Register guidelines, standards and forms needed for nomination of properties to National Register of Historic Places.
- Provides technical assistance to individuals and organizations seeking funds or grants for restoration or preservation projects on historical sites and in interpretation, evaluation and presentation regional historical information.
- Prepares and edits National Register nominations requiring accurate and extensive documentation of nominated site's historical authenticity.
- Locates, describes and justifies the historical significance and integrity of properties.
- Assists in establishing and maintaining National Register data and incorporating this data into computerized documentation system.
- May define differences between high style and vernacular architecture.
- May analyze construction techniques to determine approximate age of historic buildings.
- May provide architectural terminology for individuals and organizations seeking appointment to the National Register of historic places for historical sites.
- Prepares National Register explanatory literature and fliers. Also composes periodic reports and news items as directed by supervisor.

### Knowledge, Skills and Abilities

- Knowledge of West Virginia and regional history.
- Knowledge of methods of historical research.
- Knowledge of the federal regulations and laws and their application to historic preservation.
- Knowledge of architectural styles and their applications to West Virginia history.
- Skill in research, historical analysis and interpretation.

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**HISTORIAN 2**

**Knowledge, Skills and Abilities (cont'd)**

Skill in writing and communication.

Ability to use theories, methods and practices in the field of architectural history.

Ability to write comprehensive historical reports containing multiple sections, chapters, exhibits and appendices.

Ability to organize, evaluate and present information effectively, both orally and in writing.

Ability to plan, direct and evaluate programs on a state-wide basis.

Ability to supervise subordinate employees.

**Minimum Qualifications**

**Training:** Possession of a Masters Degree in history or historic preservation.

**Experience:** Two years of full-time or equivalent part-time paid experience in researching, writing, teaching or interpreting history.

Established: 7/16/92  
Effective: 9/1/92