

# Supervisory Museum Curator

Smithsonian Institution



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## Summary

The Smithsonian Institution is the world's largest museum, education, and research complex, with 21 museums and the National Zoo—shaping the future by preserving heritage, discovering new knowledge, and sharing our resources with the world. The National Museum of African American History and Culture (NMAAHC) is a national museum for the study and exhibition of African American history and culture.

[Learn more about this agency](#)

## Overview

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### Open & closing dates

 07/13/2022 to 08/03/2022

### Salary

\$126,233 - \$164,102 per year

### Pay scale & grade

IS 14

 [Help](#)

### Location

 **Washington, DC**

FEW vacancies

### Telework eligible

Yes—as determined by the agency policy.

**Travel Required**

Occasional travel - Occasional travel is required.

**Relocation expenses reimbursed**

No

**Appointment type**

Temporary - This is a temporary position not to exceed two years (which may be extended) This is not a Federal Position, but has similar requirements and benefits. PLEASE NOTE THAT THIS POSITION IS OPEN TO ALL CANDIDATES ELIGIBLE TO WORK IN THE UNITED STATES.

**Work schedule**

Full-Time

**Service**

Excepted

**Promotion potential**

14 - Position is at full performance level.

**Job family (Series)**

[1015 Museum Curator](#)

**Supervisory status**

Yes

**Security clearance**

[Other](#)

**Drug test**

No

**Position sensitivity and risk**

[Non-sensitive \(NS\)/Low Risk](#)

**Trust determination process**

[Credentialing](#)

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**Announcement number**

22R-YH-307519-TRF-NMAAHC

**Control number**

664428600

# This job is open to



## The public

U.S. Citizens, Nationals or those who owe allegiance to the U.S.

## Clarification from the agency

PLEASE NOTE THAT THIS POSITION IS OPEN TO ALL CANDIDATES ELIGIBLE TO WORK IN THE UNITED STATES. This is a temporary position not to exceed two years which may be extended.

## Duties

The Supervisory Museum Curator oversees NMAAHC's religious life collection and heads the Center for the Study of African American Religious Life (CSAARL).

In this position, you will:

- Develop a research agenda, considering mission and objectives related to African American religion. Coordinate the development and review of collection plans for each scholarly area.
- Prepare for publication scholarly reports of a descriptive and theoretical natures based on own field of work, on study of SI and other collections and on the existing scholarly publications.
- Acquire and process collection items vital to exhibition, research and public services activities. Define and implement plans for development of a preeminent collection related to faith-based objects.
- Host public forums that explore African American faith, history, and contemporary culture, as well as roles and needs of faith leaders, religious organizations and African American communities.
- Supervise Center staff.

## Requirements

### Conditions of Employment

- Pass Pre-employment Background Investigation
- Maintain a Bank Account for Direct Deposit/Electronic Transfer
- May be required to serve an 18-month probationary period for supervisors.

## **Conditions of Employment**

### **COVID-19 VACCINATION REQUIREMENTS:**

For the latest information on the COVID-19 vaccination requirements and its impact on your application, click on Smithsonian Institution's [Frequently Asked Questions](#).

## **Qualifications**

**Experience:** You qualify for this position if you have one year of specialized experience equivalent to at least the grade 13 level in the Federal Service or comparable pay band system. **For this position specialized experience is defined as** managing museum collections, exhibitions, preservation, publications, and research relating to the study of religion, religious traditions, or faith; writing articles or publications on issues of faith; supervising, managing and/or leading.

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

Part-time and/or unpaid experience related to this position will be considered to determine the total number of years and months of experience. Be sure to note the number of paid or unpaid hours worked each week.

Qualification requirements must be met within 30 days of the job announcement closing date.

## **Education**

1. Degree: museum work; or in an applicable subject-matter field.

or

2. Combination of education and experience -- courses equivalent to a major, as shown above, plus appropriate experience or additional education.

or

3. Four years of experience that provided knowledge comparable to that normally acquired through the successful completion of the 4-year course of study as shown above.

## Additional information

This position is not included in the bargaining unit.

### Benefits

## How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

Your application will be evaluated first for the basic qualifications described above. The applications that meet the basic qualifications will be evaluated further against the following criteria:

1. Skill in conducting research related to religion and/or religious traditions for and about African American history and culture.
2. Skill in written communication.
3. Ability to organize, manage, develop, and refine collections of artifacts illustrating and documenting religion or religious traditions by and about African Americans.
4. Skill in oral communication.
5. Ability to supervise.

### Important Note:

Your resume and supporting documentation will be compared to your responses to the occupational questionnaire or other assessment tool for consistency. If a determination is made that you have rated yourself higher than is supported by your resume, you will be assigned a rating commensurate to your described experience. Your resume should provide detailed information regarding how your education and experience relate to this position, including the major duties and qualifications criteria listed.

You may [preview questions](#) for this vacancy.

## Benefits

## Required Documents

## How to Apply

## Fair and Transparent

# Required Documents

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### Your application package should include the following documents:

- Resume - Your resume can be uploaded and attached to your application or created using the USA Jobs on-line resume builder. Ensure your resume contains the job title (including the occupational series and grade if it is Federal), job-related qualifications, starting and ending dates (month and year), hours worked per week, and salary for each employment period. It is your responsibility to ensure all information is submitted. Failure to include this information may result in disqualification for the position.

For assistance with creating a resume, please click [here](#).

- **Unofficial school transcripts, if the position has an education requirement or if you are using education to qualify. If selected for the position, you must provide an official transcript before appointment.**
- Proof of U.S. accreditation for foreign study, if applicable.

### If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

# How to Apply

[Read more](#)

## Agency contact information

 Yvonne Humphries

### Phone

[202-633-7448](tel:202-633-7448)

### TDD

202-633-6409

### Fax

202-633-6401

### Email

[humphriesy@si.edu](mailto:humphriesy@si.edu)

### Address

SMITHSONIAN  
Office of Human Resources  
POB 37012, 600 Maryland Avenue, MRC 517  
Suite 5060  
Washington, District of Columbia 20013-7012  
United States

[Learn more about this agency.](#)

## Next steps

[Read more](#)

# Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

[Equal Employment Opportunity \(EEO\) Policy.](#)[Reasonable accommodation policy.](#)[Financial suitability.](#)[Selective Service](#)[New employee probationary period](#)[Signature and false statements](#)[Privacy Act](#)[Social security number request](#)[? Help](#)

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