



Position Description

Part Time Interpreter

The LHHS Interpreter helps LHHS achieve its mission to serve the public by preserving collections and sharing stories that illustrate urban life in early Kentucky, examining the contributions of Senator John Brown and his family, and demonstrating the ways in which the people and customs of the past relate to the world today. Interpreters are responsible for leading tours of Liberty Hall and the Orlando Brown House on a regular basis. They also participate in special tour programs and events.

The Interpreter reports to the Executive Director and the Curator.

Essential functions (within the Interpretive scope):

- Learns and conducts regular and special tours
- Assists with adult and children's programs as required
- Conducts sales in the museum store
- Learns and becomes proficient with the use of the online ticketing system
- Maintains daily visitation log and reports statistics to Executive Director
- Collects mailing list sign-up sheets and gives to Marketing and Events Specialist
- Assists with planning and implementation of special events and other public programs
- Assists staff with set-up, clean-up, and/or various household duties
- Attends Liberty Hall Historic Site staff meetings
- Attends periodic professional development opportunities
- Provides input on tour content, procedures, and visitor experience
- Assist in general office support including answering the phone

Schedule:

Part Time - 4 hrs. per shift, 11:00 am to 3:00 pm

Liberty Hall is open for tours Monday – Saturday during peak seasons.

This role is dependent upon availability of other interpreters. There is a chance for regular hours beginning Spring 2027

Compensation: \$15 per hour

Qualifications/Requirements:

- High School Diploma or GED equivalent



- Ability to work collaboratively with small teams and adapt to a dynamic, public-facing environment
- Able to stand and walk for extended periods of time, as well as easily handle sets of stairs
- Able to lift and carry 40 lbs.
- Possess strong communication skills
- Able to handle cash and various payment platforms
- Able to handle multiple tasks at one time
- Customer service and/or tourism experience preferred

B.A. in History, Curatorial Studies, or related discipline preferred but not required

Applicants must:

- Be committed to fostering an environment of diversity, equity, and inclusion while upholding the values, goals, and strategic initiatives of Liberty Hall Historic Site.
- Applicants are expected to be a positive addition to our internal culture of transparency, accountability, support, and innovation.
- Have an inquisitive mind and a passion for history. Creativity, collaboration, and experimentation are crucial to this position.
- Be well organized and detail-oriented
- Be well suited to working with the public, both in groups and one-on-one
- Communicate in a timely manner and with complete transparency. We believe change is inevitable, roadblocks can stump progress, and people will make mistakes, but communication and accountability are required to reassess and redirect.
- Be willing to embrace and drive change with an open mind, a positive outlook, and the desire to learn