



Historian II

Salary Group: B17

Class Code: 7317

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
HISTORIAN I	7315	B15	\$32,976 - \$52,045
HISTORIAN II	7317	B17	\$36,976 - \$58,399
HISTORIAN III	7319	B19	\$42,244 - \$68,960

GENERAL DESCRIPTION

Performs complex (journey-level) historical research work. Work involves conducting historical research, composing and editing historical reports, analyzing cultural and historical resources for planning purposes, and responding to requests for information involving the history of Texas. May provide guidance to others. Works under general supervision, with moderate latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Coordinates and reviews historical research, and compiles data on historic people, sites, structures, and events.

Conducts investigations of historic resources for reports and landmark designations.

Conducts workshops and public meetings, and delivers presentations on cultural and historical subjects related to Texas.

Responds to requests for historical information, performs background research, and composes narratives and summaries.

Maintains library files, records, and materials.

Consults with local historians concerning historical or preservation projects.

Prepares technical reports, briefs, or other correspondence.

Assists in preparing and verifying materials presented for publication.

May conduct historical interviews.

May coordinate oral history transcriptions and maintain oral history collections.

May provide technical assistance to local governments.

May assess eligibility of structures or topics for state or federal historical designations.

May research and develop grant requests.

May maintain grant calendars and databases.

May provide guidance to others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in historical research or preservation work. Graduation from an accredited four-year college or university with major coursework in history, architectural history, American studies, historic preservation, or a related field is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of the sources, methods, and techniques used in historical research; of Texas history; and of federal and state preservation programs.

Skill in the use of a computer and applicable software.

Ability to perform historical research; to evaluate and correlate source material; to communicate effectively; and to provide guidance to others.