



## NEW JERSEY DEPARTMENT OF STATE

### NOTICE OF JOB VACANCY

<b>POSTING #</b> STA-2023-040	<b>OPEN TO:</b> State Employees and General Public
<b>ISSUE DATE:</b> August 25, 2023	<b>CLOSING DATE:</b> September 15, 2023
<b>TITLE:</b> Senior Research Associate NJ Historical Comm. Range P26/Title Code 74254	<b>SALARY:</b> \$72,836.90 - \$103,620.41
<b>DIVISION:</b> NJ Historical Commission	<b>Location:</b> Trenton, NJ

**DEFINITION:** Under the direction of the Director of the African American History Program in the New Jersey Historical Commission, New Jersey Department of State, plans and is responsible for implementation of research programs, scholarly programs, grant-in-aide programs, and other related programs of the Commission; does other related duties as required.

**POSITION DESCRIPTION:** Develop guidelines for nominating, reviewing, and approving sites to be included on the New Jersey Black Heritage Trail. The guidelines will include clear criteria for inclusion on the trail, a mechanism for accepting nominations from the public, the process for selection, and approval of marker texts and design; Serve as the liaison for this project with the New Jersey Black Cultural and Heritage Initiative Foundation, other state agencies, scholars, historical organizations and the general public; Research and evaluate NJ Black history information for the Trail submitted by email, mail, or telephone; Conduct regular site and location visits; Establish different classifications for NJ Black Heritage sites so that audiences can engage in a range of heritage tourism experiences including Black cultural, commercial, restaurant and entertainment venues; Supervise securing required permissions for installation of markers and the fabrication and installation of markers; Develop with the Commission educational opportunities in collaboration with the sites; Oversee budget for the Black Heritage Trail and Attend events, openings, and site visits.

#### REQUIREMENTS

**EDUCATION:** A Master's degree in a history-related field such as Archeology, Women's studies, American studies, African Studies, Hispanic Studies, Asian studies, African American studies, Latin American studies, History Preservation, Public History, or Museum Administration.

#### IMPORTANT NOTICE

**RESIDENCY LAW:** Pursuant to N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

**AUTHORIZATION TO WORK:** Selected candidate must be authorized to work in the U.S. According to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations. The State of New Jersey does not provide sponsorships for permanent residency to the United States or work visa.

#### FILING INSTRUCTIONS

**APPLICANT INFORMATION:** Applicants should submit a cover letter with posting number, resume, transcripts, and employment application (employment application can be found here - <https://www.nj.gov/state/assets/pdf/employment/hr-application.pdf> ) by close of business (5:00 p.m.) on the closing date to [Employment.Recruiter@sos.nj.gov](mailto:Employment.Recruiter@sos.nj.gov)

*SAME Applicants:* If you are applying under the NJ “SAME” program, all supporting documents (Schedule A or B letter) must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml> Email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov) , or call CSC at (833) 691-0404.

The New Jersey Department of State is an Equal Opportunity Employer