



EXTENDED DEADLINE to April 22, 2021

Culture Connects History: Santa Fe City Historian Guidelines and How to Apply

DUE: April 22, 2021 ~~March 30, 2021~~ 5PM MST to artscommission@santafenm.gov

Purpose

The Santa Fe City Historian is a ceremonial position that encourages opportunities for individuals to be educated about Santa Fe's rich regional history and cultural heritage.

The goals for the position are:

- Conserve, promote, document and share Santa Fe's diverse cultural heritage within historical and contemporary contexts, engaging local, transnational and global influences on the cultural development of the region.
- Engage broad community participation to understand and embrace the value of stewardship of both tangible and intangible cultural history; and
- Advertise, publicize and promote historical tourist-related attractions, facilities and events.

Role

This is a ceremonial position given to an individual who has a demonstrated knowledge of Santa Fe cultural history from within local, regional and transnational perspectives; a commitment to and passion for sharing information about the diverse ethnic groups and historical processes that have contributed to Santa Fe's cultural development; and embraces the opportunity to engage in inclusive civic discourse.

2021 Focus

This focus for the year will coincide with the emphasis on community-centered storytelling and sharing of the many histories in Santa Fe in order to expand beyond the tri-culturate narrative.

Duties

The duties of the City Historian are threefold:

Conserve and share Santa Fe's cultural heritage through an innovative lecture series highlighting key figures, events and attractions with attention to local, transnational, and global processes and cultural influences that have shaped the multi-cultural landscape of the Santa Fe, Northern New Mexico and/or the southwest. The City Historian shall research and develop all lecture and audiovisual content in consultation with scholars, community groups, museums, libraries and other resources to make content accessible to multiple audiences. The City Historian will work in tandem with the Culture, History, Art, Reconciliation and Truth (CHART) cultural history series.

Engage diverse communities in understanding and embracing stewardship of cultural history, practices, traditions, foods, etc. through production of short articles, videos, podcasts and other media. The City Historian shall research and develop all content, including historical photographs, maps, charts and other visual aids. The City Historian will make him/herself available at a mutually agreed upon time to create media content for various platforms. She/he may be required to provide additional information to ensure high-quality media materials. All content shall be made available and accessible to

diverse audiences on various City media outlets (social media, YouTube, websites, etc.)

As mutually agreed upon, the City Historian will provide information for and review of historical content for official City documents, publications, proclamations, etc.

She/he may also serve as a resource to City officials for the development of such documents.

In carrying out these duties, the City Historian may utilize alternative formats and approaches to ensure broad participation and engagement.

Eligibility

Individuals 18 years of age and over living within the Santa Fe County may serve as City Historian. While a BA is required/the minimum qualification, consideration will be given to those with other credentials, advanced degrees and a history of writing/publishing on relevant topics such as history, ethnic studies, sociology, anthropology, linguistics, arts or related fields. A background in communications and public relations desired, but not required.

Application

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Individuals interested in the position of City Historian shall submit the following by the published deadline:

- 1) Letter of interest (no more than two pages) stating the individual's qualifications, why he/she should be considered, description of his/her interest and a proposal for fulfilling the duties.
- 2) Resume/curriculum vitae
- 3) Links to websites, publications, social media and video content that serve as examples of the individual's leadership in public history, community engagement or cultural work.

Questions: Pauline Kanako Kamiyama, pkkamiyama@santafenm.gov

Selection Process

An advisory group consisting of individuals representing a variety of constituencies and expertise will review all applications and make a recommendation for appointment.

The panel will evaluate all eligible nominations based on:

- Qualifications
- Uniqueness of approach
- Past work

The selection panel may conduct interviews with up to three finalists.

Term of Service & Honorarium

The City Historian will receive an honorarium of up to \$10,000 to offset costs associated with the position. Funds will be dispersed in four equal payments, distributed quarterly.

The City Historian will serve for 12 months, starting from the date of appointment. If the City Historian cannot fulfill her/his contract due to extended illness, relocation or other circumstances, the City may appoint a new City Historian based on previous nominations to fill the remainder of the term.

Code of Conduct

As City Historian, it is the individual's duty and responsibility to:

- A. Remember that as an individual, she/he has no authority outside of the assigned duties, and to conduct her/his relationships with City staff, Mayor, City Council, local residents and media on the basis of this fact.
- B. Resist pressure to use the position to benefit herself/himself or any individuals or agencies other than the City, proper. Welcome and encourage active participation by Santa Fe residents, organizations, and the media.
- C. Have no interest nor acquire any interest, direct or indirect, which would conflict in any manner with the performance of her/his City Historian duties.
- D. At all times, present herself/himself and the City Historian program in a professional and respectful manner.
- E. Take responsibility for creating a positive environment for the growth and development of the arts in her/his community.
- F. Dedicate herself/himself to the proposition that all cultural histories are significant and equivalent contributions to the cultural landscape of Santa Fe.

Requirements

- A. The City Historian will be required to enter into a professional services agreement with the City and obtain New Mexico CRS number, City of Santa Fe Business Registration and applicable insurance coverage.
- B. The City retains a license to publish and distribute content created as part of the City Historian program for noncommercial purposes, including but not limited to use in city-related advertising, brochures, media, publicity, catalogues or other similar publications.