

Wisconsin Historical Society Position Description

Position Title/Classification: **Historic Farmer – 90250 LTE**

Working Title: **Farm Assistant**

Summary

Farm Assistants work to support and maintain Agricultural Operations at Old World Wisconsin. As part of the Guest Experience Team they work collaboratively to support the animal care, agricultural practices, and technology of 19th and early 20th century farming.

Farm Assistants work primarily behind the scenes supporting historic farming practices and methods which can include feeding animals, milking cows, hitching and driving horses and oxen, tending to and maintaining planted fields and pastures, fence, and machinery. Farm Assistants are also stewards of the animals, buildings and collections of the Wisconsin Historical Society, providing maintenance and upkeep to ensure that we are able to share Wisconsin's stories for generations to come.

This position is 16-24 hours per week. \$14.00 per hour.

Minimum age 18

Specific duties and responsibilities include, but are not limited to:

Duties

60% A. Heritage Breed and Heirloom Crop Care and Maintenance

1. Provide regular daily feeding and watering of all animals on site
2. Facilitate guest/animal interactions that are safe and educational, as needed
3. Routinely inspect and access all animals as to their cleanliness, comfort and safety and report on animal health and welfare as needed
4. Assist with plowing, sowing, harvesting
5. Be able to interact with, handle and move all animals on site humanely and safely

20% B. Use and Maintain Agricultural Tools, Machinery, and Spaces

1. Understand use and function of historic farm machinery to ensure safe and effective use
2. Observe all safety guidelines when using any and all farm tools and machinery
3. Regularly inspect farm enclosures, tools, machinery, and vehicles to identify needed repairs to ensure guest, staff, and animal safety
4. Correctly access all safety situations and communicate repair and safety issues via established channels.
5. Keep all supplies (feed, fly spray, etc.) stocked and in proper order
6. Communicate needed supplies, information, and maintenance needs via appropriate channels, in a timely fashion

10% C. Ensure Site Security and Safety

1. Maintain site radio and/or cell communication in the event of an emergency and respond to calls as needed
2. Regularly inspect all fencing and access to buildings (historic and modern) for security and safe access
3. Observe all safety guidelines and procedures when driving vehicles on site, ensuring the safety of all guests, staff, and animals
4. Assist with implementation of emergency procedures to ensure safety of staff, guests, and animals, including knowing locations of first aid supplies, storm shelter areas, and emergency communication plans

10% D. Serve as Part of the Guest Experience Team

1. Reliable and timely attendance
2. Keep all shared work areas (public spaces, offices, and storage areas) clean and organized
3. Communicate and collaborate regularly with colleagues to ensure team effectiveness, including completion of Daily Farm Diary and incident documentation
4. Attend meetings, and required trainings as needed
5. Wear organizational uniform (provided) during public interactions, following guidelines on hair, personal grooming, and adornment
6. Other duties as assigned

Knowledge, Skills, and Abilities

- Experience in living history, agricultural, or related field is a plus
- Experience driving horses or oxen a plus
- Excellent communication skills, with groups and one-on-one
- Thrives on an environment where every day is different
- Ability to use email and enter time using computer technology
- Ability to function and cooperate in a team environment
- Ability to work independently with minimal supervision
- Ability to problem solve and handle multiple tasks in a fast-paced environment
- Maintains a hardworking, positive attitude
- Ability to stand for long periods of time
- Ability to work in all-weather without access to heated or air conditioned spaces
- Sufficient hand-eye coordination and manual dexterity to perform tasks in a safe manner
- Ability to safely move in a farm environment, including tasks such as baling hay, boarding and alighting from a truck, and entering animal enclosures
- Ability to safely move between outdoor locations, up to .5 miles, several times per day

Work Environment

- Work is performed in and around historic structures lacking climate control and with direct exposure to the outdoors in farm and wooded environments, including allergens and insects
- Work will be performed in all weather
- Days and hours may vary to accommodate specific programs and events

Important Information

A criminal background check will be conducted prior to an offer of employment to determine if the circumstances of any conviction may be related to the job.

The Immigration Reform and Control Act of 1986 requires employers to hire only individuals who are eligible to work in the United States. Upon reporting for work, an individual will be expected to present proper evidence establishing employability.

Verification of any academic degrees will be conducted prior to an offer of employment.

TO APPLY

Please send a brief cover letter and resume to:

Old World Wisconsin

Atten: Dan Hess

W372 S9727 Hwy 67

Eagle, WI 53119

email: OWW@wisconsinhistory.org

The Wisconsin Historical Society is an equal opportunity employer.