



**Job Title:** Architectural Historian

**Job Status:** Full Time

**Location:** Bethlehem or Exton, PA

Stell is a seasoned veteran- and woman-owned small business providing expertise and innovation across the resilience, environmental, restoration, and compliance service sectors.

**Position Overview:**

The Architectural Historian is responsible for identifying and evaluating above-ground cultural resources (buildings, structures, objects, sites, and districts) for eligibility listing in the National Register of Historic Places; documenting these resources through research, survey, photography, and analysis; and aiding in the management of these resources in accordance with the National Historic Preservation Act and other federal, state, local and international cultural resource laws.

**Responsibilities:**

- Conducts onsite investigation, survey, and documentation through written descriptions, measurements, sketches/drawings, photographic recordation and oral interviews.
- Conducts research on history and context through identification and review of primary- and secondary-source materials, including maps, deed records, tax records, probate/estate records, building permits, architectural drawings, documentary photographs, family papers, newspapers, period publications and oral histories.
- Analyzes and synthesizes physical and documentary information collected through site investigation and research to develop historic contexts, resource chronologies and typologies.
- Utilizes physical and documentary information, historic contexts, typologies and other analyses to evaluate the historical significance of resources, and prepare determinations of eligibility and/or nomination forms for listing in the National Register of Historic Places (NRHP), or for state or local designations.
- Assesses the effects of undertakings on historic properties pursuant to Section 106 of the National Historic Preservation Act (NHPA), the National Environmental Policy Act (NEPA), Section 4(f) of the U.S. Department of Transportation Act and other applicable laws and regulations, or for general project planning purposes.
- Works with other disciplines, including archaeology, architecture, landscape architecture, planning and engineering to integrate the consideration of cultural resources into project development and execution.
- Works with technical field and office staff, managers and administrative staff to ensure that projects meet IE quality standards.

**Qualifications (Education and Experience):**

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**Certified VOSB | WOSB**

- Minimum of a Master's degree in Historic Preservation of Architecture, Architectural History or History.
- Knowledge of HABS/HAER recording standards and SHPO reporting standards and processes for built environment resources.
- 5 years + of experience in the field of architectural history desired.
- Demonstrated ability to exercise professional judgment and discretion, and demonstrated ability and adaptability to deal with ambiguity such as unexpected changes in weather, client demands, and project priorities and schedules.
- Must be able and willing to travel to and work in remote locations for extended periods of time, with limited notice prior to travel.
- Candidate must be able to work within a group and individual setting with ability to work on multiple projects, completing all delegated tasks as required by client and within a specified timeline.
- Must have excellent written and oral communication skills, with prior experience writing technical reports and providing QA/QC review of field documents, site forms, etc.; organized and detail oriented, effectively communicate with staff, supervisors, teaming partners, and clients.

*All qualified applicants will receive consideration for employment without regard to their race, color, religion, sex, or national origin.*

***Please submit a cover letter, indicating salary requirements and availability, along with your CV/resume as a PDF or Word file to [careers@stellee.com](mailto:careers@stellee.com). No phone calls please.***