



**Title:** Shipkeeper

**Hours:** Part-Time; weekends required; some evenings, holidays, and special events work may be required; may be called-in to assist with major emergencies on scheduled hours off

**Compensation:** Non-exempt position

**Reports to:** Curator of Historic Ships

**Description:** The Shipkeeper will interact effectively with visiting public and staff with a main focus on historic ships conservation, restoration, and repair tasks, reporting directly to the Historic Ships Curator. The Shipkeeper works as a team player within and across departments to help advance the mission and vision of the Independence Seaport Museum.

**Qualifications:**

- Five years' experience in museum maintenance, artifact handling, ship maintenance, building maintenance, or other similar field.
- An understanding of historic preservation standards, an understanding of curatorial practices, maintenance, and interpretation of artifacts or historic sites necessary.
- A strong background or interest in mechanical and maintenance fields needed.
- Experience to safely and accurately use various tooling, both hand and power-operated.
- Ability to work with a team, or independently, with initiative.
- Ability to effectively manage materials and provide clear, comprehensive reporting.
- Good communications and public relations skills needed.
- Holding active automotive Driver's License and/or Marine credentials is a plus.
- Willingness to undertake other shipboard duties and special projects as assigned.
- Must be able to lift 50 lbs., safely handle ladder and staging work, operate at heights & work in confined spaces.
- Requires knowledge of job safety practices, safe use of tools, and handling of ship maintenance materials.
- Must be fully vaccinated against COVID-19. Fully vaccinated is defined as at least two weeks after your final dose. Medical and religious exemptions will apply.

**Essential Duties:**

- Perform routine duties in service to the visiting public and in maintaining and preserving the historic ships.
- Perform routine maintenance and preservation tasks including regular ship cleaning, snow removal, safety patrols, painting, damage control, machine and electrical maintenance, artifact handling, woodworking & steel work.
- Participate in major grant and capital projects.
- Develop knowledge of the history of the historic ships and deliver information to the public consistent with the museum's mission for the ships.
- Assist with the management of volunteers and contractors.

The Independence Seaport Museum is an Equal Opportunity Employer that values diversity, inclusion, and equity as matters of fairness and effectiveness. We are committed to hiring and retaining a staff that reflects the diversity of the communities we serve, fostering an inclusive working environment where staff of all backgrounds feel welcomed and engaged in our mission. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

**To apply:**

Upload a brief cover letter and your resume to <https://phillyseaport.efficientapply.com/jobs/> . No phone calls.

Independence Seaport Museum deepens the appreciation, understanding and experience of the Philadelphia region's waterways through history, science, art and community. For more information, please visit [www.phillyseaport.org](http://www.phillyseaport.org).

We are located on Penn's Landing at 211 S. Columbus Blvd., Philadelphia, PA 19106. The Museum is easily accessible by public transportation and nearby parking and is ADA accessible.