**Administrator (Part-Time)- Oconomowoc Historical Society & Museum**

The Oconomowoc Historical Society and Museum Administrator, committed to historic preservation and research, is seeking a part-time Administrator and leader to run and oversee daily operations. The administrator promotes the mission of the museum while maintaining exhibits and equipment. The position supervises staff, volunteers, and contractors. The position reports to the President and Board of Directors and supervises staff, volunteers, and contractors. This position requires an average of 20 -25 hours per week, 12 months a year. For additional information and requirements, visit: <https://www.oconomowochistoricalsociety.org/>

To be considered, please submit a cover letter with compensation expectations and resume to one of the addresses below. Cover letter and resume must be received by March 10, 2023.

Option 1 Email: oahsm@att.net

Option 2 Mail: Oconomowoc Historical Society & Museum, Attn: Executive Committee, 103 W Jefferson St., Oconomowoc, WI 53066