



Association of Public Historians of New York State

P.O. Box 366, Chenango Bridge, NY 13745

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Website: www.aphnys.org

Historians Striving for Excellence

Registered Public Historian Application

Applicants are required to:

- Have a minimum of three (3) years experience in the position
- Be a member of APHNYS
- Be able to demonstrate the completion of job responsibilities as defined by the Local Government Historian's Job Description.

APHNYS... working to promote the heritage and history of New York State

PART 1: You and Your Municipality

Your Name: _____ APHNYS member since: _____

Your Governmental Jurisdiction: _____ Region _____
 (Village / City / Town / Borough / County)

Position: _____ Historian _____ Deputy Historian

Date of Appointment to Position: _____
 (Provide copy of appointment)

Mailing Address: _____

City: _____ County _____ ST _____ Zip _____

Phone No. _____ email: _____

Population of Your Municipality as of 2010 Census: _____

Approximate Annual Budget of Your Municipality: \$ _____

Historian's Annual Budget: \$ _____ Your Salary: \$ _____

Where do you perform your duties: _____ In an office provided by the municipality _____ In my home.

Your Formal Education

Please **circle** your highest level of education completed and provide a copy of your diploma:
 High School/GED Associates Degree Bachelors Degree Masters Degree Doctorate

Name of School or College: _____

Major or Area of Concentration: _____

Your Continuing Education

College Courses: Please provide a copy of your attendance certificate or proof of registration for college courses audited, enrolled, or degree oriented taken via classroom, Internet, or home study.

Date	Location	Course Title

History-related Workshops and Seminars: Please provide a copy of your attendance certificate or proof of registration for workshops or seminars sponsored by NYS Archives (SARA), Documentary Center for Applied Historical Research (University of Albany) or other State Agency.

Date	Location	Course Title

Education Courses: Please provide a copy of your attendance certificate or proof of registration for participation in historically-oriented education courses offered by a school district, BOCES, Empire College, Elderhostels, or Education in Retirement program.

Date	Location	Course Title

APHNYS Conferences: Please provide a copy of your attendance certificate or proof of registration for participation in APHNYS State-wide Conferences.

Date	Location	Course Title

APHNYS Regional Meetings: Please provide a copy of your attendance certificate or proof of registration for participation in APHNYS Regional Meetings.

Date	Location	Course Title

PART 2: Your Work Experience as a Public Historian

Instructions for Work Experience Checklist

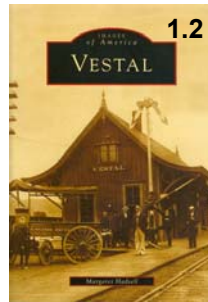
For each of the four (4) areas defined in the Local Government Historian's Job Description:

- **Check all that you have completed and attach a MAXIMUM of two (2) samples for each area.**
- Do not use the same sample for more than one item. You may provide more than two samples for each area.
- Make all samples 8.5x11". You may reduce images to fit the 8.5x11" size.
- **Important:** Place the corresponding item number in the upper right-hand corner of the sample as shown below.

Area 1. Research & Writing. If you have written a book, photocopy the cover or title page showing your name as author.

Do not send the whole book.

Number the sample 1.2.



Images of America
Series © 2008
Arcadia Publishing

Area 2. Teaching & Public Presentations. If you have created a historical exhibit, send photographs of the exhibit and indicate the purpose of the exhibit and where it was displayed. Number the sample 2.8.



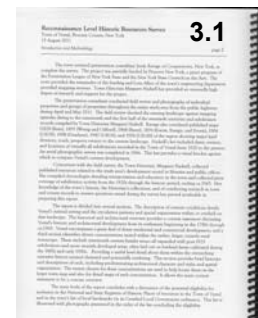
Civil War Veterans Display
at Public Library-2011



Area 3. Historic Advocacy. If you conducted a Cultural Resource Inventory, copy a page from the final report showing your participation. Number the sample 3.1.

Page from the town-wide Reconnaissance Level Historic Survey completed in August 2011 showing my participation in the survey activities.

Survey used to determine which properties would be designated at the local, state and national levels.



Area 4. Organization & Advocacy. If you have written a grant application, photocopy the cover letter submitted with the application or page showing you as the applicant. Number the sample 4.4.

Grant application to Preserve New York seeking funding for conducting the town-wide Reconnaissance Level Historic Survey.



Work Experience Checklist

1. Research & Writing—Have you written or developed:

- 1.1 An article for a magazine or newspaper.
- 1.2 A book.
- 1.3 A booklet.
- 1.4 Text for a community publication.
- 1.5 Text for an exhibit.
- 1.6 A brochure.
- 1.7 A research file on a local topic.
- 1.8 A website.
- 1.9 Other: _____

2. Teaching & Public Presentations—Have you:

- 2.1 Taught a course or class on local history.
- 2.2 Served as a resource for a teacher.
- 2.3 Worked with a student or individual interested in local history.
- 2.4 Spoken to a community group, with or without a slide show.
- 2.5 Spoken on radio or television about your community.
- 2.6 Assisted in creating a video or film about your community.
- 2.7 Served as a consultant to a historical agency.
- 2.8 Created a historical exhibit.
- 2.9 Other: _____

3. Historic Advocacy—Have you:

- 3.1 Conducted a Cultural Resource Inventory.
- 3.2 Identified historic structures in your community.
- 3.3 Prepared or assisted in the preparation of a NYS or National Register nomination.
- 3.4 Managed a marker program.
- 3.5 Answered questions about the historical significance of places or properties.
- 3.6 Worked on the preservation of records.
- 3.7 Provided recommendations to government agencies, public libraries, or historical organizations.
- 3.8 Other: _____

4. Organization & Advocacy—Have you:

- 4.1 Conducted a commemoration of a historical anniversary.
- 4.2 Participated in a civic or patriotic observance.
- 4.3 Organized a fundraiser.
- 4.4 Written a grant application.
- 4.5 Lobbied for or developed legislative initiatives for the promotion of community history.
- 4.6 Served as a consultant to a historical organization.
- 4.7 Served on a committee or study group regarding your community's history.
- 4.8 Other: _____

PART 3: Your Application Packet

Your Application Packet Should Include All of the Following Items In this Order:

- Completed and Signed 6-page Registered Public Historian Application
- Copy of Appointment Showing Date. (A letter or copy of Town Minutes may be used.)
- Copies of: Diploma, Certificates, or Registration for each completed Education.
- Copy of One Annual Report
- A MAXIMUM of eight (8) Completed Work Samples—two (2) from each area.

Please do not staple the pages together.

Your Signature: _____ Date: _____

Send your complete application packet to:

APHNYS
Attn: Registered Historian Program
P.O. Box 366
Chenango Bridge, NY 13745

Or submit the complete application packet as a PDF file to
historysmiths@stny.rr.com

Applications must be received by August 1, 2016