

HISTORIC 
ST. MARY'S CITY

Terra Mariae



APPLICATION



PHYSICAL ADDRESS

Visitor Center
18751 Hogaboom Lane
St. Mary's City, MD 20686

CONTACT

Rebecca Waters, Plantation supervisor
 rebecca.waters@maryland.gov
 240-298-0592

TERRA MARIAE PROGRAM

TRAINING OUTLINE (what to expect)

Training is ongoing and, like everyone who works at Historic St. Mary's City, there is always something new to learn!

- The training will teach participants to be costumed interpreters at the Godiah Spray Tobacco Plantation
- Each participant will have a staff person assigned to guide him/her toward constructive improvement and fulfillment of the position
- Training will involve tour presentations, homework, and on-the-job learning which will include using 17th-century tools and performing 17th-century tasks, including, but not limited to weed pulling, sewing, and simple woodworking
- The candidate will receive a training manual and on-the-job training will include how to interact with the public, especially children and families

REQUIREMENTS

- Must submit a complete application package by Friday, March 7, 2025
- One-page essay on why he/she wants to take part in the program
- One letter of recommendation from someone other than a relative
- Completed application form
- Must be available Wednesdays and Fridays from 10:00 a.m. until 2:00 p.m.
- Must be able to participate in the program for one open season (March – November)
- Must be able to assist in completing his/her own 17th-century costume
- Must be able to perform physical labor including working with tools, carrying water, etc.
- Must be willing to meet the expectations outlined in the position description
- Must pay the \$125 registration fee by the start of season/program. Fees are non-refundable.

Historic St. Mary's City

APPLICATION PROCESS

- After an initial review, a limited number of applicants will be selected for interviews.
 - The interview will take place in three parts:
 - **Part I:** The site supervisors will give the applicant and parents a tour of the Plantation.
 - **Part II:** The applicant, parents, and supervisors will discuss the time commitment and the program's expectations.
 - **Part III:** Parents will be excused for the third part of the interview. The applicants will be interviewed and asked several questions to determine their poise, maturity, communication skills, and attitude towards the program.
 - **Notification of Acceptance/Rejection**
 - Notification will be made within two weeks of the interview.



Historic St. Mary's City

COSTUMES

Participants need to understand the value of a historically correct costume as an interpretive tool as well as respect the cost and time used to construct it.

One of the requirements for the program will be that **each participant will assist with the construction of his/her own 17th-century costume**, under the guidance of the wardrobe department and the site supervisor. The participant will be expected to do work such as sewing on buttons, finishing a seam, or adding trim.

- Once the costume is approved, the participant will wear at the exhibit area.
- **Each participant and his/her parents will be responsible for the cost of his/her shoes.**
 - Program coordinators will let participants and parents know the style of shoes required and where they can purchase them locally.



Historic St. Mary's City

EVALUATION

At the end of the training, each participant must be able to complete a “what I know, what I think I know, and what I need to know,” worksheet. This worksheet includes questions designed to measure the understanding of the historical content and information used at the museum, policies and procedures, safety issues, and the background and mission of Historic St. Mary’s City.

JOURNAL

All participants in the program will be asked to keep a journal or log book outlining their experiences, activities, feelings, and reactions about the program. The journals will be reviewed by the participant and his/her supervisor weekly.

PERFORMANCE

Two performance evaluations will be completed for each participant.

- One evaluation will be in the middle of the program and one at the end.
 - During the mid-season evaluation, a research project will be assigned to each participant based on their particular interest. The project will be completed by an agreed-upon deadline.
- The evaluations are designed to encourage personal growth and will include constructive suggestions for improvement.
- The evaluations will measure the participant’s ability to meet the duties and responsibilities outlined in the position description.
 - A copy of the position description is included in this packet.
- If at any time, a participant fails to meet expectations of the guidelines listed in the performance evaluation, or does not meet the time commitment, or does not adhere to standard Historic St. Mary’s City policies and procedures, a meeting of the site supervisor, participant, parents, and the interpretive programs manager will be convened for the purpose of clarifying the problem. *Participants who do not conform to the expectations of the program will not be permitted to continue.*

Historic St. Mary's City

TERRA MARIAE PROGRAM POSITION DESCRIPTION

As a Terra Mariae Program participant, you will:

- Participate in the program for one museum season (March – November)
- Interpret (in costume) the various aspects of 17th-century life
- Participate in and conduct school tours, demonstrations, and daily 17th-century tasks
- Learn the history of early Maryland
- Learn how to interpret to the public
- Perform written assignments as assigned by the site supervisors and/or parent as required for the homeschool curriculum
- Assist in completing your 17th-century costume
- Complete a final research project

PERCENTAGES:

- 80% - period interpretation
 - 50% general interpretation, speaking to visitors, hands-on study.
 - 20% interpretive maintenance, animal husbandry, gardening.
 - 10% special events, demonstrations, tours
- 20% - non-period maintenance, training, research.

QUESTIONS?

Contact: Rebecca Waters, Historic St. Mary's City Plantation Supervisor

Office Phone: 240-298-0592

rebecca.waters@maryland.gov

Historic St. Mary's City

TERRA MARIAE PROGRAM APPLICATION

**Please send the completed application to rebecca.waters@maryland.gov.
Include a one-page essay on why you want to participate in this program.
*Incomplete application packages will not be considered.***

Name of Student

Name of Parent/s (Guardians)

Address

City State Zip Code

Date of Birth Grade Level (as of current year)

Home Phone Second Phone Number

Email

List any hobbies, interests, or special activities in which you have participated:

If accepted, I understand:

- I will pay the \$125.00 registration fee.
- I am to assist in completing a costume to wear.
- I will adhere to the rules provided, time commitment, journal completion, mid-season project and progress evaluations.

(signature of applicant)

Historic St. Mary's City

TERRA MARIAE REFERENCE FORM

Please have this recommendation form completed by someone other than a relative, and submit with your application.

Applicant's Name: *(please print)*

The person named above is being considered for a position in the Terra Mariae program at Historic St. Mary's City. Those chosen will enhance the museum's living history program by interpretively representing the presence of children on a 17th-century tobacco plantation. They will actively interact and communicate with the visiting public. Please answer the following questions as completely as possible. *Feel free to attach additional pages if necessary.*

1. Why do you feel this applicant belongs in the Terra Mariae Society interpreter program?
2. What characteristics make this applicant a strong candidate for this program?
3. Please give your name, relationship, and the number of years you have known the applicant.