

# TERRA MARIAE PROGRAM



## PHYSICAL ADDRESS

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

## CONTACT INFORMATION

**Rebecca Waters**  
Supervisor of Godiah Spray Tobacco Plantation  
**Phone:** 240-298-0592  
**Email:** [Rebecca.waters@maryland.gov](mailto:Rebecca.waters@maryland.gov)

# TERRA MARIAE PROGRAM

## **TRAINING OUTLINE (what to expect)**

Training is ongoing and, as with 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 1, 2024
- 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 two days a week, three to four hours a day
- Must work at least one weekday (Wednesday – Friday)
- 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.



## 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 applicant and parents will be given a tour of the Plantation by the site supervisors
    - **Part II** The applicant, parents, and supervisors will discuss the time commitment, and the expectations of the program.
    - **Part III** Parents will be excused for the third part of the interview. The applicants will be interviewed, 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.





## COSTUMES

*It is important that participants understand the value of a historically correct costume as an interpretive tool as well as respect the cost and time which is 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 it on site.
- ◆ **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.



## EVALUATION

At the end of the training, each participant must be able to successfully 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 on a weekly basis.

## PERFORMANCE

Two performance evaluations will be completed for each participant.

- One evaluation will take place 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 his or her particular interest. The supervisors will provide guidance and assistance as necessary. 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.*

# 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 homeschool curriculum
- Assist in completing your own 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 the program supervisor

Rebecca Waters:

Supervisor of the Godiah Spray Tobacco Plantation Historic St.

Mary's City

Phone: 240-298-0592

Rebecca.waters@maryland.gov

# TERRA MARIAE PROGRAM

## APPLICATION

**Please print and send the completed application to [BethS@Digshistory.org](mailto:BethS@Digshistory.org).**  
**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.

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(signature of applicant)

# 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 do you feel 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.