



**Edward W. Pell Graduate Fellowship:
Collections Fellowship**
Fellowship runs from June 9 - August 15, 2025
Applications Due January 20, 2025

Fort Ticonderoga seeks a Collections Fellow to assist with documenting, preserving, and making collections accessible. Fort Ticonderoga maintains a nationally significant collection of artifacts and archives from across the early modern Atlantic world that contextualize the events that occurred here, including fine art, decorative art, archaeological artifacts, rare books, manuscripts, textiles, armaments, and other material spanning the 17th, 18th, and early 19th centuries. The museum also holds late 19th and 20th century collections that document the institute's history and museum founders, the Pell family.

The 2025 Edward W. Pell Collections Fellow will have an opportunity to gain a broad range of experience in collections management and registration by assisting the Collections Manager and Collections Access Technician with significant projects. The fellow will primarily be working with the museum's object collections while assisting staff with documenting, inventorying, and cataloging. The successful candidate's background, experiences, and interests will help inform the type of objects included in this project.

As part of this project, the Collections Fellow will gain experience with our collections management database, PastPerfect. The fellow will update and/or create records in PastPerfect. They will also assist with photographing collections to further document the objects and to help make the collections accessible through [Ticonderoga's Online Collections](#) database. There may also be an opportunity to assist with rehousing objects.

The Edward W. Pell Collections Fellow will:

- Work with the Collections Department to document, inventory, and catalog objects
- Update and/or create records in PastPerfect
- Work with the Collections Department to photograph collections
- Re-house the collections as needed
- Develop social media posts to create awareness and share project progress

The Collections fellow must be detail-oriented, highly organized, and able to manage multiple projects simultaneously. A Bachelor's degree in History, Art History, Museum Studies, Material Culture, Archaeology, or related field required. Must have practical knowledge of object handling and research. Previous experience working with collections management databases desired. Demonstrated proficiency in digital photography and Adobe Lightroom Classic experience a plus.

[APPLICATION FORM HERE](#)

Applicants must submit a CV/Resume, cover letter, as well as an example of a museum-based project (the candidate may interpret this as they choose) that may include photographs of storage mounts, label copy from an exhibition, a cataloging project, a digitization project, a video, or other digital media. Emailed file attachments must be labeled with the candidate's last name (example: Peters_cv.pdf, Peters_project.doc, etc.). Application question should be submitted to Tabitha Hubbard, Collections Manager, at collections@fort-ticonderoga.org.