



# HEURICH HOUSE MUSEUM

THE BREWMASTER'S CASTLE

## Security Assistant

### About the Heurich House Museum

The Heurich House Museum preserves the legacy of Christian Heurich and enriches the cultural life of Washington, DC. The private non-profit Heurich House Museum preserves the historic Heurich House mansion as a museum and community center. The mansion was built from 1892-94 by German immigrant, local brewer, and philanthropist Christian Heurich (1842-1945). Recognized as Washington, D.C.'s most successful brewer, he ran the Chr. Heurich Brewing Co. until his death at 102. The mansion is notable for its technological innovations, original interiors, and rich archival collection of one of the most important local families. The museum is open for regular public events and public tours Thursday through Saturday at 11:30 a.m., 1:00 and 2:30 p.m. Private tours and event rentals are also available.

The museum educates the public about the life and times of Christian Heurich, and promotes a deeper understanding of late-Victorian architecture, technological innovation in the built environment, the brewing industry of Washington, DC, and the German immigrant experience in America. The successful candidate will join a small but growing staff at an important period of organizational growth.

### Job Description

- Under the supervision and in coordination with the Executive Director, Director of Public Engagement and Special Events Coordinator, the Security Assistant will provide on-site support during private event rentals and public programs where alcohol is served. Private events may include receptions, dinners and weddings.
- The successful candidate will demonstrate the highest level of professional security and hospitality services, impeccable attention to detail, and a strong commitment to the mission of the Heurich House Museum.
- The Special Events Assistant's specific role will include but is not limited to:
  - Providing impeccable security service and a high level of professionalism
  - Assisting with guest arrival and check-in, including ID check
  - Securing the museum spaces during events
  - Monitoring guest behavior
  - Assisting with guest departure

- Additional security duties as assigned by Special Events Coordinator and Director of Public Engagement.
- This is a contract position with variable hours to include evenings and Saturdays.

### Required Experience/Skills

- B.A. and 1+ year of professional experience and demonstrated success in event security or event staffing.
- Superior level of professionalism and integrity
- Excellent oral communication skills
- Top-notch skills in event security and attention to detail
- Ability to monitor large events with over 100 guests in multiple spaces
- Team player and self-starter
- Superior reliability and dependability
- Ability to undertake creative problem solving
- Willingness to adhere to professional museum standards and practices, particularly regarding historical artifacts
- Ability to perform tasks requiring physical activity (generally not involving muscular strain), such as carrying up to 50 lbs., walking, standing, stooping, sitting, reaching, lifting, etc.

Pay is \$15 per hour. Email resume and cover letter to the Director of Public Engagement at [programs@heurichhouse.org](mailto:programs@heurichhouse.org). Applications are reviewed on a rolling basis. No phone calls.

*The Heurich House Museum values diversity of culture and thought and seeks talented, qualified employees in all its operations regardless of race, gender, national origin, religion, sexual orientation, disability, age or any other protected classification under country or local law.*