

1860 LIGHT STATION VOLUNTEER KEEPER APPLICATION - 2024

Thank you for your interest in the Port Washington Historical Society (PWHS) 1860 Light Station Lighthouse Keeper Program. **Please be sure to completely and thoroughly read the Volunteer Lighthouse Keeper Handbook to make sure this program is right for you.** The Handbook describes the expectations and responsibilities of a lighthouse keeper. These guidelines have been established to ensure the smooth operation of the lighthouse as well as that everyone has a positive experience.

Although there are many rewards of being a lighthouse keeper, the program is not for everyone and should not be looked at primarily as a vacation. The view, the sunrises from the tower, and the atmosphere are unforgettable, as well as the many attractions of the region. The greatest benefit of working at 1860 Light Station is the satisfaction of knowing that one's efforts have contributed to the restoration and preservation of an irreplaceable part of Wisconsin's history. **All lighthouse keepers must be 18 years of age or older. There is a fee for this program.**

What is a Lighthouse Keeper?

Being a Keeper at the PWHS 1860 Light Station is your chance to live in a two bedroom – one bath second floor fully equipped apartment (accessible only via stairs) above the first-floor museum in a lighthouse on the bluff overlooking Lake Michigan. This program is designed for two or more individuals who apply together. Singles are welcome if they sign up with another single. We do not pair singles up who are unknown to each other. The main bedroom has a queen bed. There is a second bedroom with twin beds for one or two more individuals in your party. **Applications for all (a minimum of 2 – maximum of 4) individuals must be presented at the same time.**

While you do not need to stay up all night to tend the light, modern keepers do have a few duties that they need to perform while they oversee the Light Station. The primary responsibilities of keepers are to greet and assist visitors and provide information about the lighthouse, area history, and surrounding area. Keepers must be energetic, comfortable speaking with the public, handling money and using a computerized point-of-sale system for admissions and gift store sales, in excellent health, able to climb stairs and work 5 hours a day. Other duties include daily cleaning, retail restocking and thoroughly cleaning the living quarters upon departure.

Application Procedure:

Applicants must complete, sign, and return the attached application form. **By signing this form, you indicate that you have read and agree to all rules and regulations stated in the Lighthouse Keeper Handbook.** Background checks will be done after the interview process. With this form each applicant must also submit the following:

- A letter explaining why you want to be a keeper at the 1860 Light Station.
- A brief resume listing your employment history and experience working with the public.
- A personal letter of reference.
- A copy of your driver's license.

Upon receipt of the application and required materials, a telephone interview will be scheduled.

1860 LIGHT STATION

Volunteer Lighthouse Keeper Application

Name(s): _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Email(s): _____

Have you been to our lighthouse? _____ When? _____

How did you find out about our keeper program? _____

Have you ever participated in a Keeper Program at another lighthouse? If so, which one(s)?

Please check all that apply to your qualifications, skills, experience, or education.

- Retail Computers Photography
- Education Exhibits Landscaping
- Working with the public Clerical Public Speaking
- Marketing Art Historical Interpretation Other:

Have you volunteered before (anywhere)? If so, please describe your volunteer experience.

2024 PROGRAM FEES: The full program fee of \$200 per week (per couple or per two singles who sign up together) or \$360 for two weeks will be due when invoiced – not with the application. Program fees for up to 2 additional individuals (who sign up at the same time) are \$100 per week and \$80 for the second week. All keepers arrive on Tuesday afternoon. Keepers get Monday off. Keepers depart on Tuesday by 10am. The lighthouse is open Wednesday through Sunday 11:30AM-4PM. Orientation is Wednesday morning prior to opening.

Please check the online availability schedule for dates that fit your schedule. Please indicate below your priority (1st, 2nd, 3rd, etc.) for the weeks listed below and lengths of stay (if two weeks circle the weeks and then mark your choice 1st, 2nd, 3rd, etc.). Once you’ve submitted your application, you will receive a call from the scheduler. Together you can design a stay that fits your needs within the available dates. These dates can be changed following your selection and further discussion with the PWHS.

5/21-28_____	5/28-6/4_____	6/4-11_____	6/11-18_____
6/18-25_____	6/25-7/2_____	7/2-9_____	7/9-16_____
7/16-23_____	7/23-7/30_____	7/30-/8/6_____	8/6-13_____
8/13-20_____	8/20-27_____	8/27-9-3_____	

My signature below indicates that I have read and understood this entire application and the keeper handbook, including the explanation of the keepers’ responsibilities and guidelines. I understand that I am required to pay for my stay in full prior to arrival when I receive the invoice, and that if I should cancel without notice of at least three weeks, this money is non-refundable. I understand that there is no compensation for this position and fully understand that, if accepted, I am agreeing to work at the lighthouse on the days and dates assigned to me. I understand that some aspects of the responsibilities, particularly cleaning the tower, require vigorous health and the ability to deal with the public and handle unexpected emergencies. If my health or mobility changes prior to my scheduled week, I will notify the PWHS and discuss options. I further understand that duties include performing routine cleaning and trash removal. I also agree that I will not create and post a public video of my keeper experience staying at the PWHS 1860 Light Station without approval from the Lighthouse Manager. I agree to an interview, to work all hours assigned to me, and to do what I can to make the 1860 Light Station a positive and memorable experience for its visitors during my stay.

Signature_____Date_____

Signature_____Date_____

Application MUST be signed. All applicants must sign if applying as a couple.

Please mail (or email) application (pages 2-3) and other required materials to:

Keeper Program – PWHS 1860 Light Station

P.O. Box 491 - Port Washington, WI 53074

Email: porthistinfo@gmail.com Phone: (262) 268-9150