



Designer/Illustrator, Contractor **Position Announcement**

The Historical Society of Washington, D.C. dba DC History Center is accepting applications from designers and illustrators to create two self-guided neighborhood walking tour maps.

About the DC History Center

Established in 1894 and located in the Carnegie Library in Downtown DC, the DC History Center deepens understanding of our city's past to connect, empower, and inspire. As the only community-supported nonprofit organization focused on the District's history, our vision is to engage with neighborhoods across DC and elevate the stories of Washington's diverse people, communities, and institutions. We aim to do this work as a welcoming and inclusive nonprofit organization that fosters curiosity and nurtures civic engagement to strengthen the District.

The DC History Center supports a diverse, vibrant, and complex city by preserving, honoring, and uplifting the full range of stories that unfold in the nation's capital. The DC History Center promotes a brighter future for all Washingtonians by shining a light on the city's triumphs and shortcomings as well as instances of resistance, resilience, and communal cooperation.

We serve as a welcoming convener, using the tools of history to put our audience members in conversation with each other, while encouraging learning, empathy, and civic engagement. In addition, we urge our stakeholders—as engaged citizens, taxpayers, educators, and leaders—to use these insights to support a city where we can all thrive in every aspect of life.

Project Overview

The Neighborhood History Project was created with the aim to study and document the history of two DC neighborhoods and to engage community members from the neighborhoods to co-create a vision for celebrating their unique histories and cultures. The chosen neighborhoods are Hillcrest in the southeast quadrant and Woodridge in the northeast quadrant.

In collaboration with branch libraries in each neighborhood, we have developed programming aimed at increasing Washingtonians' understanding of the histories of the neighborhoods and drawing residents to use the free resources available through the DC Public Library. A featured program at each location is a walking tour that will highlight and amplify community histories and lived experiences. Each walking tour will have an accompanying self-guided tour map available at each neighborhood branch library.



Requirements and Deliverables

- Using tour script and images provided by DC History Center, create two self-guided tour maps: one for Hillcrest, one for Woodridge
- Present recommendations for the best format for print and digital access within our production budget of \$1,000 for each neighborhood.
- The design should:
 - complement the DC History Center brand;
 - include historic photos and plentiful visuals;
 - use illustrations, collage, or any other design elements that will depict the route in a clear and engaging manner;
 - be accessible and user-friendly for an everyday audience; and
 - include layout of copy such as credits and project description.
- Final print files should be delivered as PDFs and prepped for 4-color offset printing

Project Milestones

- Week of June 2: Kick-off meeting to confirm project requirements and deliverables
- Week of June 23: Design concept presentation
- July 7: Comments due to designer to confirm or shift creative direction
- July 21: First draft delivered
- July 25: Comments and edits on first draft due to the designer
- Aug 4: Second draft delivered
- Aug 6: Edits to designer
- Aug 11: Final draft delivered for proofing
- Aug 13-15: Last round of changes, sign-off on design, package files for printing, delivery of digital version
- Week of Aug 18: Send to print
- In-hand by Sep 3

Compensation

The designer will receive \$2,500 per map for a total fee of \$5,000 for the project.

To Apply

Send your resume and portfolio with a brief description of why you are a good fit for this project. In your letter or email message, explain your connection to DC or DC history if you have one. We will give priority to DC-based artists, but all are encouraged to apply. Your portfolio or project examples should reflect your design aesthetic and creative range. Send your application package to programs@dchistory.org by May 27.