



Harpers Ferry National Historical Park Draft Living History Program Guidelines

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These guidelines will serve as framework for the organizations and conduct of living history activities at Harpers Ferry National Historical Park. These guidelines are in accordance with NPS-6, the National Park Service general guidelines for NPS sponsored living history programming.

These guidelines will be part of a manual that consists of three handbooks. One handbook is concerned with firing demonstrations, safety, and maintenance. In addition to the NPS Black powder Weapons Demonstration Standards, this document includes regulations for the conduct of historic weapons programs that have been specifically developed by the staff of Harpers Ferry National Historical Park for use in the park's programs.

Another handbook will involve research resources for volunteers and historic background documentation for the park's living history special events and exhibit interpretation.

The enclosed guidelines will be part of a third handbook concerned with the management of the administration and logistics of programs, special events, and exhibit staffing. These guidelines include authenticity standards for historical period costuming.

These three handbooks together will constitute this park's living history operations manual. The standards found in this manual will govern all living history programs at Harpers Ferry National Historical Park and take precedent over standards used at any other National Park site.

**DRAFT GUIDELINES FOR VOLUNTEERS IN THE LIVING HISTORY PROGRAM
HARPERS FERRY NATIONAL HISTORICAL PARK
INTERPRETATION AND CULTURAL RESOURCE MANAGEMENT**

The following guidelines contain information on the regulations and responsibilities applicable to both individual and group living history volunteers participating in the VIP program at Harpers Ferry National Historical Park. This information on facilities, safety, historical integrity and responsibilities provide the guidance, consistency, and understanding for an effective program operation.

The four main historical themes of Harpers Ferry N.H.P. are industrial history reflected in the Harpers Ferry National Armory, The John Brown Raid, The Civil War events at Harpers Ferry and African American History. With some special exceptions, living history activities at Harpers Ferry N.H.P. are focused on the historical period of 1850-1865. This period includes the fundamental interpretive aspects of most of the crucial elements of the four historical themes. Living history programs at Harpers Ferry are generally limited to this 1850-1865 time period.

APPLICATION PROCESS

All volunteers interested in participating in the living history program at Harpers Ferry National Historical Park must submit either a group or individual application. Interested parties should contact either the Supervisory Park Ranger or the Living History Volunteer Coordinator. Upon application, a group will be asked to submit a proposal describing the program event, the unit, any prior living history program experience and references. An individual volunteer will be asked to submit a volunteer application. Periodic training seminars are conducted by park staff. Prospective volunteer group members and individual volunteers are expected to attend at least one training seminar. Two eight hour VIP training sessions are offered yearly by the park's living history staff.

A separate permit for camping will be required after the initial application process has been completed.

A Participating Group Event Agreement may be required for group activities. All volunteers, whether volunteering as group members or as individuals, must fill out an individual agreement for voluntary services prior to engaging in any park-sponsored activity.

RANGE FACILITY FOR FIRING DEMONSTRATIONS

There are two approved blank firing demonstration areas located in the park. One is located in the lower town area at Arsenal Square. This range is designated for shoulder arms demonstrations only. The other range area, located at Bolivar Heights, is the only location approved for artillery firing demonstrations.

CAMP FACILITIES

There are no facilities available in the park for modern or recreational camping. There are no trailer hookups or shower facilities. There are no extensive refrigeration or food storage facilities.

Authentic Civil War period style camping is allowed by authorized permits as part of park sponsored special interpretive programs. Such camping is regulated by NPS regulations, conditions of the issued permit, elements of the group volunteer special event agreement and individual agreement for volunteer services. All tentage used in such camps should be constructed of white canvas, duck or linen of the types known as dog tents or shelter halves, wedge or "A" tents, wall or hospital tents or sibley tents. Tent flies may be employed when appropriate. Normally one fire pit will be allowed for each company street, one for headquarters or guard tent and one for a cooking area. Pits should be two to three feet square and six to eighteen inches deep. Pit sites will be determined by park staff and no unauthorized pits may be dug.

Firewood for such camping areas will be provided by the park. Straw for bedding may be provided up to a quantity of twenty bales. Water is normally provided by permanent facilities located in the park. Sanitary facilities are either permanent park public facilities or temporary portable units.

Campsites authorized for special interpretive program use are located at two locations within the park. One location is situated beyond the interpretive trail loop on Bolivar Heights. Another campsite is located in the lower town areas, at the historic Hamilton Street lot between the railroad trestle and the Shenandoah River in the vicinity of Shenandoah Street. Water for the Bolivar Heights site is normally provided by a permanently operable spigot within 200 yards of the campground. The Hamilton Street site is within 200 yards of permanently located water sources.

Access to camping areas is determined by the Superintendent and Chief Ranger of the Division of Visitor Protection and Resource Management. The hours of permitted access are outlined in a special use permit. No private vehicles are allowed in camp or program areas while public interpretive activities are in progress.

INTERPRETIVE RESPONSIBILITIES

Interpretation is the primary function and justification for all living history activities in the park. Site related theme interpretation is the key element in all park programs. It is the focus which provides a quality, valuable experience for the park visitor.

During such activities, visitors should be recognized and greeted in a friendly and courteous manner. At no time should a visitor be ignored, subjected to abusive, derogatory or profane language or be presented with personal opinions or inappropriate or unbalanced information including private political, moral or religious views. The duties, time constraints and quantitative limitations of the park permanent and seasonal staff, preclude their ability to provide this service consistently. Therefore, it is the responsibility of the group member or individual volunteer to provide a valuable and accurate public interpretation of all activities and to respond politely to any visitor's questions and requests for information. The park staff provides VIP training and training materials on the operations, interpretation, and historical resource information for all VIP's.

Living history camp activities such as close order drill, skirmish drill, guard mount, dress or evening parade, adjutant's call, mail call, pay call, and roll call, disciplinary actions and punishments, confinement of prisoners, inspections, musters, ration distribution, firing demonstrations and weapons drill must be interpreted to the public while the activity is being conducted. The interpretation must identify the activity, how the activity relates to the park's themes and how the activity relates to the specific site and the resource of the park. It is the responsibility

of the participating organization to provide interpretation of these activities as well as to provide visitor and participant safety and security and to protect the resource. Such interpretation may be provided by selected designated individuals within the unit. This public service is considered a prerequisite condition for permission to camp and/conduct living history interpretive activities or demonstrations in the park.

First person interpretation is discouraged. In the vast majority of cases, third person interpretation is the most comfortable and effective form of interpretation for the visitor. Under no circumstances will volunteers be permitted to portray nationally significant personages. First person scenarios and vignettes may be used only with the permission of the park staff. In such instances, a third person introduction or conclusion is required to help visitors understand the context of the impression. If non-nationally significant figures are portrayed, the impression must be well documented and the individual portraying that figure must resemble the documentation.

PARTICIPANT AND VISITOR SAFETY

Participants will not violate any established park safety barriers and will politely discourage visitors from violating such barriers. The park's blackpowder weapons demonstration rules are well established and are found elsewhere in this document. Non-blackpowder safety concerns include the safe use of fires, candles, lanterns, camp tools, such as shovels, picks, spades, axes, hatchets and saws, and the employment of horses or horse drawn wagons. Physical safety can be compromised by entering waterways, climbing walls, climbing railroad trestles and by walking on railroad tracks, ignoring pedestrian or vehicular traffic or being unmindful of pavement, cobblestone or landscape conditions. Accidents, encounters with infected animals, serious insect bites, heat exhaustion, theft or vandalism are all serious situations that should be reported immediately. It is the responsibility of the participants to apply reasonable and normal caution during all activities and to inform the park staff of any hazardous conditions.

If a participant is the victim of a medical emergency, or observes a medical or other emergency, he or she should inform the nearest park employee. If an employee is not available, the group coordinator may use the park radio supplied to call for assistance. The Ranger Dispatch Office can be reached by phone dialing 535-6455, or 6455 on the park's internal phone system. After hours, the 911 emergency access number can be used to reach help.

Security for the contents of living history encampments is the responsibility of the members and commanders of the participating groups.

Black powder ammunition in any form is not to be carried. All firearms and cartridge boxes will be subject to inspection at any time.

Volunteers will be permitted to carry edged weapons and unloaded firearms within the park only as required by designated duties. Off-duty volunteers (not serving an interpretive function for the benefit of the public) will not be under arms. Leather gear should not be worn unless under arms.

Arms and equipment should not be left unattended or unsecured beyond view in areas visited by the public. If muskets are stacked, a guard will be detailed to remain physically present at each stack of arms. The park cannot take responsibility for the loss or damage to volunteer-owned materials used in park programs.

Visitors are not to handle edged weapons, pistols, or shoulder-arms with bayonets fixed under any circumstances. Edged weapons may be drawn or fixed only under controlled conditions when visitors are maintained at a safe distance. Visitors may handle unloaded shoulder arms provided the volunteer retains physical control of the firearm, especially the direction of the muzzle. Firearms are not to be aimed or pointed in the direction of anyone, volunteer or visitor.

Horses will be under restraint and guarded, and audience controlled at a safe distance during drills, demonstrations, and talks. Children may not pet animals.

CAMP AND PROGRAM TIMES AND ACCESS

Time allowances for access to the campground area at Bolivar Heights for dropping off camp equipage prior to setting up camp or for packing up equipage after breaking camp will be stated in the permit. On some occasions, vehicles may not be permitted to drive to the camp area. Equipage may have to be carried a distance of 200 yards. Access to the camp area at the Hamilton Street lot for dropping off camp equipage prior to setting up camp or to retrieve equipage after breaking camp will be allowed during limited times. Direct access to the campsite by vehicle may not always be available. Equipage may have to be carried a distance of 100 feet or more.

Individuals and groups are held responsible to abide by the conditions stipulated in the permit, the group VIP agreement or the individual volunteer services agreement. Failure to comply with this voluntary contract may result in ineligibility to participate in future park programs. Park management will determine the hours of public activities. Participants who do not keep their agreement with the park and violate or abuse their agreements may fail to be invited to participate in park programs. Safety violations, substance abuse, theft, illegal or lewd behavior or vandalism will result ineligibility for future VIP program participation. Premature breaking camp, ceasing interpretive activities or violating setup, breakdown and access times in violation of agreements may result in future ineligibility.

MINIMUM AGES FOR PARTICIPATION IN VIP ACTIVITIES

No one under 18 years of age may participate in a firing demonstration. No one under the age of 16 may carry any weapon of any sort in any unit during any park activity including non-firing drill, guard, parade or inspection demonstrations. No one under the age of 14 will appear in regulation military uniform in any park living history program. NO one under 12 years of age will be permitted to participate in any military camp activities during public programming. Children under 12 may be permitted to participate in civilian roles or civilian camp activities only if accompanied by a parent or an authorized adult sponsor or guardian.

CAMP APPEARANCE, BEHAVIOR AND REGULATIONS

No modern electrified lighting devices, public radios, coolers, modern food or beverage containers (aluminum cans, soda bottles, plastic jugs, cardboard boxes, fast food containers, cellophane or vinyl wrappers or bags), will be in evidence in any living history camp during visitor hours before 8:00 p.m. Participants will not appear shirtless or in modern garments before 8:00 p.m. Civilians will not occupy tents within a military camp before 8:00 p.m. Swimming is not permitted by participants in park areas.

The use of granite wear or enameled ware is discouraged. Period vessels and cooking ware of tin, copper, wood, cast iron, pottery, ceramic or glass is encouraged. Vinyl, plastic, and Styrofoam kitchenware or storage containers should be kept out of sight.

Laundry or towels, bedding, camp furnishing, baskets, tables and trunks should be of period appearance. Period style camp tools such as shovels, spades, rakes, saws, hammers, hatchets, and axes may be displayed in camp. Tools of obviously modern style or construction should be kept out of sight of visitors. Musical instruments, such as bugles, drums, or fifes, used during living history activities should be of appropriate construction and decoration.

GENERAL PERIOD CLOTHING GUIDELINES

Living historians representing people and activities of the 1850-1865 period are required to be appropriately and accurately costumed. Costuming includes personal grooming and ornamentation such as jewelry, watches and chains, umbrellas, parasols, walking sticks and other accessories.

Historical costuming for park living history programs will generally consist of male and female civilian clothing of the 1850-1860 period and uniforms of the U.S. and Confederate Armies and Virginia Militia. Since Confederate presence in town was limited during the war the main focus of military interpretation is on the Union Army.

Units applying for participation in a park living history activity must submit a photograph of unit members in the uniform or civilian costuming that they intend to wear during the proposed activity. This photograph must be submitted to the park at least one month in advance of the activity. Members of the unit who may not be included in the unit photograph must submit an individual photograph to the park within 14 days prior to the event. This same stipulation applies to any individual VIP who wishes to be permitted to participate in a special event. The park reserves the right to criticize the depicted impression, to offer suggestions for improvement or appropriateness, and to receive documentation of the impression. The park also reserves the right to reject participation based on the presented or proposed costuming or historical impression.

All replica historic costuming worn during park sponsored history public programs will be of authentic 19th century fabrics and textiles. Leather or animal skin, hair or fur, gum rubber, cotton, flax, linen, silk, velvet, gilt, wool, painted or enameled oil cloth or patent leather are permissible. Plastic, vinyl, polyester, celluloid and nylon are not appropriate materials.

Zippers, Velcro, speed laces, and snap closures are inappropriate on period clothing or equipment. Heavy cosmetics such as excessive eyeliner or shadow, obvious makeup and lipstick, and enameled nail polish are inappropriate. Females with short modern hairstyles must consider wearing snoods, caps or other headdress when in 19th century costuming in order to give the appearance of period hairstyles. Men with hairstyles considerably longer than that which is typical of the 1860's must make an effort to keep extra long hair covered by headgear. Tattoos that are incongruous with the 1860 period must be kept covered. For example, if a volunteer is involved in a public program and has a tattoo with a modern motif on an arm shirtsleeves should be worn lowered and buttoned to cover the tattoo.

White or off-white socks of wool or cotton are appropriate for male role costuming. Colored socks may be worn but socks typical of latter periods such as argyle designs or plaids should not be worn. Modern ski or athletic socks with vibrant colored tops that may be visible to visitors must have the typically orange, yellow or red tops

cut off before being worn with period clothing.

Eyeglasses must be as close to mid-19th century style as possible. If eyeglasses can be dispensed with, they must not be worn because they were not commonly worn for all occasions or for as long periods as is customary in the 20th century. Examination of 19th century photographs of soldiers will show that very few soldiers wore spectacles while in the ranks. If eyeglasses must be worn, they must not be modern horn rimmed, wide lenses or aviator styles.

HISTORIC MILITARY COSTUMING REGULATIONS

The military costuming used to portray Union Army soldiers at Harpers Ferry will be based on the Regulations for the Army of the United States, 1861.

ACCOUTREMENTS FOR INFANTRY:

Union army canteens are metal with a three-pint capacity, a cloth covering and a white cloth or leather strap.

Haversacks should be tarred linen with a tarred linen strap.

Rifle equipment for enlisted men should be a black bridle or buff leather waist belt, with brass U.S. plate; a cap pouch; a bayonet scabbard; a cartridge box with a brass U.S. plate; a cartridge box sling with a brass eagle breastplate. These are standard infantry equipment for enlisted men.

U.S. UNIFORMS

Trousers of sky blue kersey wool, button fly, without belt loops or rear pockets are standard. The fabric, cut and construction should be of mid-19th century style. Trouser buttons are tin.

Footgear should be authentic Civil war issue style military brogan shoes, preferably rough side out without grommets. Riding boots are permitted for officers, light artillerymen and cavalrymen.

Headgear should be the forage cap or kepi (chasseur cap) of dark blue wool with a leather visor and chinstrap or the black felt Hardee or slouch hat. The hat or cap may bear the brass infantry bugle or horn insignia, the regimental number and company letter. Hats may bear the corps or arm of service colored cord.

Corp badges should not be worn unless the activity represents a specific unit known to have worn a corps badge while at Harpers Ferry

Coats should be the military issue style dark blue flannel sack coat with a four-button front or the dark blue wool frockcoat with a nine-button front. The frock coat should have light blue piping on the collar and cuffs for infantry and red piping for heavy artillery. Infantry shell jackets may be worn. Shell jackets with a twelve-button front piped in red for light artillery and in yellow for cavalry may be worn. Sky blue wool overcoats are also permitted to be worn.

Inappropriate jewelry such as wristwatches, I.D. bracelets, earrings, modern school, service or fraternal rings should not be worn with an 1860's period military uniform

Infantry shoulder-arms should be three banded percussion rifles or rifle-muskets.

CONFEDERATE UNIFORMS

Confederate impressions are not used in Harpers Ferry National Historical Park on a regular basis. Special programs that utilize Confederate impressions usually involve the late 1862 or mid to late 1864 time periods.

Interpretive event agreements will be used to describe the appropriate uniform for specific programs. Pre-war or early war militia impressions shall accurately represent the actual uniforms of local militia units known to have been at Harpers Ferry.

A general guideline for Confederate impressions at Harpers Ferry representative of the appearance of troops of the Army of Northern Virginia in the 1862 or 1864 time period would include grey or butternut wool or wooljean shell jackets, gray wool officer's frock coats, grey, butternut, or sky blue wool or wooljean trousers made with straight cut, button fly and without belt loops or hip pockets, brown or black brogans, gray or butternut Chaucer cap (kepi) or forage cap or gray, tan, brown or black plug or slouch hat. Accoutrements may be brown or black leather or tarred linen. Fork style or roller belt buckles are encouraged. Buttons may be state specific, Confederate general issue styles, re-employed Federal style or plain civilian style. Confederate, state or re-employed Federal belt plates are appropriate for Confederate saber belts.

COMPORIMENT

Since the park borders on private property certain after programming hours activities are inappropriate for park personnel and volunteers in the park. Excessively boisterous noise in the park has been reported by local townspeople as an intrusion on the tranquility of the town especially in the evening and late night hours. In a small community, businesses usually close early and residents expect little activity after 10 p.m. Therefore, it is required that camp activities be quiet between 10 p.m. and 6 a.m. Although participating VIPS may leave their designated campsites after programming hours, they should return to camp by 10:00 p.m. Intrusions on private property are likely to result in trespassing or public annoyance charges by park neighbors. If town police are called, there is nothing the park can do to intervene. Such potential incidents can embarrass the NPS, disturb relations with the local community and endanger the viability of future living history programming. While alcoholic beverages and illegal substances are forbidden in the park, their use outside of the park by park activity participants can be equally illegal if used on private or public property. Such activities can be offensive to the community and may identify such behavior with the park. If participants leave the park and consume alcoholic beverages, whether at local restaurants or other locations, it is their responsibility not to become intoxicated or act in an offensive manner. Alcohol beverages may not be taken back to the park, or taken on the streets, shops and public areas of the community or on private property. Intoxicated or irresponsible behavior in the local community or in the park will not be tolerated and may result in immediate expulsion from the park and in individual or unit rejection from all future park activities. Park program participants represent the park and are required to comport themselves in a responsible, professional and dignified manner that will reflect credit to themselves and the National Park Service. In order to maintain the responsible image of the park participants' behavior must be above reproach. The best way to avoid these situations is to maintain an appropriate and authentic Civil War period camp through out the period of the special event agreement. In cases where a closed military camp is impractical, it is still the responsibility of the participating unit, its commander and co-coordinator to provide internal security for the camp and to regulate the behavior of unit participants through out the special event agreement period.