

POSITION DESCRIPTION

TITLE: Assistant Archaeologist - (Contingent, temporary)

Collective Bargaining – Ineligible - Contingent

Contingent positions are not eligible to participate in collective bargaining.

JOB SUMMARY:

The Assistant Archaeologist will assist with fieldwork and laboratory processing for the Rappahannock Indigenous Cultural Landscape Survey. The successful candidate should have fieldwork experience and be able to work in outdoor and variable weather conditions in both wooded and open environments. Travel and overnight stays are required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Note: These examples are intended only as illustrations of the various types of work performed in positions allocated to this class. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Responsible for following the policies and procedures as defined in the employee handbook.
- Assists with various archaeological-related duties, including field excavation and/or laboratory processing of artifacts.

MINIMUM QUALIFICATIONS:

- Education: M.A. degree in anthropology, archaeology or related field with one-year field/laboratory experience or an equivalent combination of education and experience. Applicants may substitute field experience for academic experience for up to one year of college work.
- Experience: Fieldwork experience.
- Excellent organizational and communication skills required.
- Must be able to work in a team-based, fast-paced environment.
- Must have a valid driver's license.
- Ability to travel and stay overnight will be required.
- Must be able to lift approximately twenty-five (25) pounds.
- Any combination of acceptable education and experience, which has provided the necessary knowledge and skills to fulfill the requirements of this position, may be considered.

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