

Historic Resources Specialist I, Staff Archaeologist

Historic Preservation

Starting annual salary: \$30,385.00

Application deadline: April 23, 2021

This position will have operational responsibility for the coordination of the statewide survey program, including the survey of sites on state-owned land under the guidance of the Archaeology Section Head in compliance with the agency's role as the State Historic Preservation Office under the provisions of Section 106 of the National Historic Preservation Act. This position will also be required to meet MDAH response needs to archaeological resources on privately owned lands when requested, including cataloging new discoveries and assessing impacts to known sites. This position also serves the agency's role in identifying, registering, protecting, and distributing information about Mississippi's archaeological sites. This position is part of the Archaeology Section and reports to the Archaeology Section Head/Chief Archaeologist. **This is a two-year term position with the option to transition to a permanent full-time position.**

Responsibilities of this role include:

- Completing archaeological surveys and Phase II/III investigations per the Mississippi Standards for Archaeological Practice.
- Supervising additional personnel on archaeological projects as needed.
- Performing Laboratory Analysis on historic and prehistoric artifacts as necessary following survey work.
- Completing archaeological survey reports per Mississippi Standards for Archaeological Practice, including evaluating sites for significance according to the National Register Criteria for Eligibility.
- Assisting in the management, cataloging, curation, and tracking of archaeological site numbers, collections, and associated documentation throughout the state via GIS and database environments as needed.
- Assisting in completing Section 106 project review, including cultural resource assessment requests and archaeological report review.
- Documenting archaeological and historical resources using a variety of media (including, but not limited to, photography, audio, film, mapping, forms, and hand-held instruments).
- Researching requests of and providing technical assistance to the public and agency for disseminating information of historical and archaeological significance through a variety of media (including but not limited to reports, articles, letters, emails, and other written materials)
- Representing the agency through public speaking engagements, educational programs, and attendance at meetings related to the mission of the agency.

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Education and experience must meet the following criteria:

A Bachelor's Degree from an accredited four-year college or university in archaeology anthropology, history or a related field (archaeology or anthropology preferred), archaeological field school, and at least two year's previous experience conducting archaeological surveys in the Southeast.

Preferred qualifications:

Master's Degree in anthropology, archaeology, or history, or an equivalent combination of education and experience. Demonstrated experience completing Phase II and Phase III investigations on historic or prehistoric sites in the Southeast, including laboratory analysis and reporting.

To apply for this position, submit an online application via the Mississippi State Personnel Board, [linked here](#). For more information, contact the MDAH human resources office at 601-576-6865.

The Mississippi Department of Archives and History is an equal opportunity employer