



Career Opportunity

July 15, 2021

**Project Review Archaeologist
(Historian/Archaeologist & Preservationist III)
Payband 5**

Position #00061

Location:

**2801 Kensington Ave
Richmond, VA 23221**

Maximum Hiring Range

\$46,087 - \$64,618

Position Description

The Department of Historic Resources (DHR) has a great working culture, allows for telework/flex schedules and is a learning environment that allows individuals to thrive in their careers. Are you seeking a challenging opportunity with a great working culture? If so, the Department of Historic Resources has a position just for you. This position offers a career opportunity for an individual with exceptional research and analytical skills and a can-do-attitude; to review all aspects of federal and state undertakings for effects to archaeological resources to ensure their appropriate treatment in accordance with federal and state legislative mandates. Duties: serves as main point of contact for as- signed agencies; conducts timely and consistently accurate reviews based on critical analysis of individual projects; provides written comments regarding the project's effects on known or expected prehistoric or historic resources; interprets federal and state regulations and guidelines; reviews reports for content and consistency with application standards and guidelines; applies the National Register criteria to evaluate archaeological resources and make recommendations for further identification and evaluation; makes assessments of effect, requests consideration of alternatives, and recommends appropriate treatment of significant archaeological resources; provides technical assistance; performs field inspections; provides training workshops in statutory requirements for historic resources and/or available preservation tools; and participates on the Archaeological Subcommittee of the National Register Evaluation Team. May be assigned additional duties.

Qualifications Guide

Applicants must meet the Secretary Of the Interior's Professional Qualifications Standards in Archaeology. Comprehensive knowledge of the historic and prehistoric archaeology of Virginia and/or the Mid-Atlantic Region; archaeological resource protection and project management principles, methods, and techniques; applicable state and federal laws, regulations and guidelines; and, agency programs. Knowledge of and ability to conduct and evaluate archaeological survey and mitigation projects; to apply technical, legal and cultural knowledge and planning principles to complex archaeological projects; to communicate effectively both orally and in writing; to research and analyze documents; to negotiate effectively; to provide technical assistance related to program area; and, to work effectively and exercise good judgement under stressful conditions. Experience in working as part of an interdisciplinary team; ability to instruct/guide others positively. Strong attention to detail and ability to analyze complex documents. Limited teleworking may be possible; approval is at the discretion of the supervisor only after the employee has successfully worked for the agency of a time no less than 6 months. The selected candidate will be required to complete a criminal background check as a condition of employment. A valid driver license is required.

Application Requirements

To be considered for this position a state application must be received through the on-line employment system by SUNDAY, AUGUST 22, 2021 at <http://jobs.virginia.gov/>.

EOE

DHR is an equal opportunity employer who values diversity in the workforce. Women, Minorities, Veterans and people with disabilities are encouraged to apply. Requests for reasonable accommodations will be provided to applicants in order to provide access to the application and/or interview process.