



JOB ANNOUNCEMENT

Title: Director, Tribal Collaboration Initiative

Location: As of October 1, 2021, this position will be Tucson-based and in person. It is Archaeology Southwest's expectation that all personnel—employees, contractors, and volunteers—will follow CDC guidelines on the COVID-19 vaccination, mask requirements, and preventative hygiene.

Salary Rate: \$60,000 per year

Classification: Exempt

Start Date: Immediately

Position open until filled

Benefits: Paid Time Off (200 hours), health insurance, vision plan, optional dental plan (50% subsidized), 401k plan with 20% employer match, life insurance, short term and long term disability insurance.

Archaeology Southwest:

Archaeology Southwest practices a holistic approach to protecting heritage places and landscapes. Archaeology Southwest is committed to close and respectful collaboration with American Indian Tribal governments and communities. In our workplace and activities, we strive for inclusion across race, gender, age, religion, and identity. For more information, please visit www.archaeologysouthwest.org.

Position Objectives:

Archaeology Southwest seeks an individual with proven success in building meaningful and powerful collaborative relationships with Native American Tribes and Nations. The individual should have knowledge of Tribal governance and be able to develop action-oriented programs by, for, and with Indigenous peoples.

A core element of Archaeology Southwest's Tribal Collaboration Initiative is the joint Archaeology Southwest–Bureau of Indian Affairs (BIA), Western Region Office, effort to implement and enforce the U.S. Archaeological Resources Protection Act (ARPA). This multi-year initiative is being implemented through the Desert Southwest Cooperative Ecosystem Studies Units (DS-CESU). The selected applicant will lead a team that conducts and supports archaeological resource damage assessments, produces damage assessment reports, facilitates ARPA training sessions, and engages with public audiences to prevent looting and increase reports of violations. The selected candidate will also provide guidance to the CEO and to program directors on enhancing and expanding engagements with Tribes across all Archaeology Southwest projects and activities.

The selected candidate will work closely with archaeologists, Tribal and Federal government agencies, law enforcement, and legal specialists to advance the goals of the BIA and Archaeology Southwest. Applicants should have the personal and professional skills and desires to establish positive and effective working relationships among team members with diverse backgrounds and interests. We especially encourage applications from candidates who identify as Native American.



Responsibilities:

- Play a leadership role in guiding Archaeology Southwest’s Tribal Collaboration Initiative
- Manage multiple concurrent projects within the BIA partnership
- Supervise office and field personnel
- Act as project director on archaeological damage assessments, archaeological site monitoring, and site repair and remediation treatments throughout the western United States
- Author or co-author damage assessments and technical reports
- Implement and refine recommended practices for investigating and documenting ARPA violations
- Organize and participate in formal and informal trainings to create and refine the knowledge, skills, and abilities required by archaeologists, law enforcement specialists, and others to contribute to archaeological damage assessments meeting the highest standards
- Identify, plan, support, and carry out Tribal, public, and professional engagement initiatives
- Produce content and provide quality assurance for SaveHistory.org, including blog posts and video storytelling
- Create annual and project-specific budgets, scopes of work, and associated rationales
- Perform or provide quality assurance for all program administrative and operational duties, as necessary and appropriate

Required Qualifications and Skills:

- Experience in working with Native American communities [see instructions below in “How to Apply”]
- Bachelor’s degree in anthropology, archaeology, criminology, Indigenous studies, environmental studies, or other relevant discipline
- Five or more years of experience in archaeological fieldwork, law enforcement, environmental stewardship, land management, or other relevant discipline
- Successful project, program, or team management across at least three years of prior work experience
- Available to respond to requests for work assignments outside of Tucson with little advance notice
- Ability to conduct field work for long hours in challenging conditions—remote locations, rugged terrain, uncomfortable weather—and carry up to 25lbs of equipment
- Strong technical writing and communication skills, including demonstrated expertise in the preparation of reports on the results of data or evidence collection and analysis
- Adhere to standards on the handling of forensic evidence and confidential information
- Highly organized, detail-oriented, and able to meet deadlines
- Valid driver’s license and good driving record

Desired Qualifications and Skills:

- Master’s degree in anthropology, archaeology, criminology, Indigenous studies, environmental studies, or other relevant discipline
- Technical skills in archaeology or environmental stewardship, including drawing maps, photography, GPS, artifact identification, and knowledge of the U.S. Southwest’s Indigenous history and culture
- Experience with Trimble hand-held GPS units and Terrasync software
- Registered Professional Archaeologist (RPA), Registered Professional Forester, Commissioned law enforcement officer, or equivalent



Archaeology Southwest is an Equal Opportunity Employer and will consider all applicants for employment and all employees for placement, job assignments, transfers, promotions, and any other status change without regard to race, color, religion, creed, gender, gender expression, age, national origin, ancestry, disability, marital status, sexual orientation, economic circumstances, criminal convictions, or military status.

How to Apply:

Prepare a cover letter stating your interest in this position:

- Include at least two paragraphs in your cover letter describing your experience working and/or living in a Native American community (or communities).
- Include names and contact information of three persons who can serve as references regarding your previous employment experience.

Submit cover letter and resume to:

Linda Pierce, Deputy Director
Archaeology Southwest
300 N. Ash Alley
Tucson, AZ 85701
lpierce@archaeologysouthwest.org

