

Ethnographer/Cultural Anthropologist
Living Heritage Anthropology
November 16, 2022

Living Heritage Anthropology (LHA) is looking for an Ethnographer/Cultural Anthropologist to assist with and/or complete ethnographic research and Tribal Consultation projects within the cultural resource management/heritage field. These projects are predominately working with Tribal Nations in the southwest United States. LHA seeks an Ethnographer to assist the Founder/Principal Investigator with running current ethnographic and Tribal Consultation projects and who would be already capable of and/or interested in growing into independently running ethnographic fieldwork trips, managing ethnographic and Tribal Consultation projects, and serving as a Principal Investigator for ethnographic research.

About the Position

Education and/or Experience: Undergraduate in Cultural Anthropology, Indigenous/Native American/American Indian Studies, or other closely related field required. MA or PhD preferred. Prior experience in ethnographic/qualitative research is required and at least 2-5 years of ethnographic experience is preferred. Previous Tribal Consultation experience also preferred, but not required.

Duties and Responsibilities:

In order to perform this job at the highest level, an individual would be able to complete the entire process of ethnographic research projects and organizing Tribal Consultation meetings. However, LHA will work with an individual with prior ethnographic/qualitative research experience to further develop their skills until they can meet the complete range of specific duties and responsibilities of this position. A successful team member is someone who completes quality work, on time, and with minimal oversight. Accommodations will be made to enable individuals with disabilities to perform the essential functions. An Ethnographer should be able to complete the following:

- Serve as Ethnographer, Fieldwork Lead, Project Manager, or Principal Investigator for Ethnographic Research and Tribal Consultation Projects depending on experience level. Must be willing to learn and take on higher level roles as the position continues.
- Assist with or write ethnographic research proposals.
- Conduct library and digital anthropological research literature reviews.
- Assist with or lead single and multi-day ethnographic fieldwork trips to conduct ethnographic interviews with Tribal Representatives in Colorado, Utah, and other nearby states. Must be willing to lead these trips independently within one year of hire.
- Analyze ethnographic interview data.
- Write and edit technical reports.
- Develop and present research findings at tribal meetings and where appropriate at regional conferences and public education settings.
- Provide assistance to government agencies with Tribal Consultations, such as serving as the primary contact with Tribal Representatives, coordinating logistics, and facilitating meetings.

- Additional duties related to managing a small business may be agreed upon based on need and interest.

Knowledge, Skills, and Abilities:

- Work on collaborative and community-based projects that prioritize tribal benefit.
- Experience working collaboratively with a variety of Tribal Nation representatives or others from cultural backgrounds that differ from your own. Open minded with excellent listening skills.
- Self starter with the ability to work independently.
- Strong attention to detail.
- Ability to adapt to a dynamic work environment and meet deadlines.
- Positivity and creative problem solving ability.
- Valid Driver's License.

Physical Demands:

- Must be able to predominantly work on a computer and use common software, such as Microsoft Word, Excel, Powerpoint, and Adobe Acrobat.
- Must be able to work in adverse weather conditions including heat, rain, and snow.
- Must be able to walk over uneven terrain for distances up to 3 miles.
- Must comply with all health and safety protocols.

Hour Range:

Part to Full Time. Negotiable.

Location:

This position is remote work from home (within the United States), although proximity to Cortez, Colorado is highly preferred. Applicant must be able to travel to Colorado, Utah, and other nearby states monthly for fieldwork trips (15-25% of their time). Travel expenses will be covered.

Compensation:

Salary range is \$40,000-\$60,000 based on full time position depending on experience and responsibility level assumed, including paid leave, 12 paid holidays, and a 3% retirement match through a SIMPLE IRA. Bonuses provided based on individual performance and company profitability. Medical and dental coverage option available. If preferred, independent contractor option available.

About Living Heritage Anthropology:

Living Heritage Anthropology, a Woman Owned Small Business based in Cortez, Colorado, provides ethnographic, ethnohistoric, and tribal consultation services. Our goal is to create products that are relevant, accessible, and empowering for tribes and clients alike while complying with federal and state requirements. We specialize in community based and

collaborative projects where we partner with relevant tribes or communities as equal research partners.

Founded in 2015, LHA is an extremely small company that continues to develop. As a result, LHA can be extremely flexible and adaptive to team member's needs. Team members can also have a high level of influence within the company but should not expect the same level of structure as a corporate environment.

Living Heritage Anthropology is an Equal Opportunity Employer. We value diversity and do not permit any discrimination against applicants or employees on the basis of race, ethnicity, national origin, gender, age, religion, sexual orientation, marital status, veteran status, medical condition, disability, or any other status protected by applicable law. LHA's commitment to Diversity, Equity, and Inclusion goes beyond compliance with employment law and serves as a major tenet across LHA's operations.

To apply:

Please provide answers (in any format) to the attached questions, as well as your Resume or CV including at least 3 references to the LHA Founder and Principal Investigator in an email with the subject line "Ethnographer Application LHA 2022".

Jessica Yaquinto, MA
LHA Founder and Principal Investigator
jessica@livingheritageanthropology.org
970-570-9005

APPLICATION QUESTIONS

1. Tell me about yourself.
2. What would you hope to gain from this position? What interested you about this opportunity?
3. What would you bring to this position? What else would you bring to our team?