

Specialist Competence Matrix – to support those working in buildings archaeology

PLEASE NOTE: All applications will be assessed against the main competence matrix (P6 Applicant’s Guide) with the specialist matrix as an advisory document only.

	Knowledge	Autonomy	Coping with complexity	Perception of professional context
Practitioner (PCIfA)	<ul style="list-style-type: none"> • Good working knowledge of architectural and building history, as well as construction methods. • Knowledge of Historic England recording levels and their requirements, as well as of the technical application of recording methods and processes. • Competency or knowledge of the use of a range of basic and routine survey tools and equipment as appropriate. • Good working knowledge of archival research with regards to historic structures or sites. • Awareness of built heritage planning legislation and policy. • Awareness of conservation principles, policies and practice. 	<ul style="list-style-type: none"> • Demonstrates good independent practice within a team in order to produce a buildings survey and record or compile a historic building/site appraisal or heritage statement. • Liaises with senior built heritage consultant, buildings archaeologist or project manager, and other senior staff as required 	<ul style="list-style-type: none"> • Contributes effectively and pro-actively within a team to provide a resolution of a complex structure or site. • Recognises professional limitations and is able to identify when and where it is necessary to ask for guidance. 	<ul style="list-style-type: none"> • Demonstrates good working knowledge of the role of the buildings archaeologist or built heritage consultant within the wider historic environment sector. • Demonstrates working knowledge of how the buildings archaeologist, conservation officer or built heritage consultant contributes to the process of developing or conserving a site, the potential circumstances whereby an archaeological building recording is required and how it is submitted. • Demonstrates understanding of the ethical requirements of the Code of conduct and is able to apply to own work. Upholds the values of the Institute to work in the public interest

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Associate (ACIfA)	<ul style="list-style-type: none"> • An extended knowledge of architectural history and construction methods. • A good knowledge and understanding of concepts such as Significance, setting and curtilage. • A good understanding of relevant built heritage legislation and health and safety policy. • A good knowledge of the principles and practices of buildings conservation, and its philosophical underpinnings. 	<ul style="list-style-type: none"> • Works with extended autonomy fulfilling the requirements of a Historic England “Level 3” record or relatively complex built heritage appraisal. • Demonstrates, where appropriate, competence in use of basic, routine tools and equipment but is also competent in the use of a range of non-routine, semi-specialist equipment or software. • Able to work on small and medium scale projects alone, in a non-supervisory role. • Undertakes, where appropriate, supervision of staff in an assistant role. 	<ul style="list-style-type: none"> • Demonstrates a deliberate, methodical and analytical approach to determining form, function and periods of buildings construction. Can apply this approach consistently across all building types. • Recognises professional limitations, and is able to identify when and where it is necessary to ask for guidance 	<ul style="list-style-type: none"> • Demonstrates an excellent understanding of the wider development and built heritage sector, and how the role of the buildings archaeologist, conservation officer, or built heritage consultant fits into the wider sector. • Demonstrates a basic understanding of broader concepts such as sustainability, and how built heritage can contribute to wider societal or economic factors. • Understands the ethical requirements of the Code of conduct and uses them to guide and review own practice and, where applicable, that of others. Can recognise and resolve potential conflicts of interest within an established framework. Upholds and promotes the values of the Institute to work in the public interest

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Member (MCIfA)	<ul style="list-style-type: none"> • Has broad experience across the historic buildings sector leading to a thorough depth of knowledge and understanding about the techniques of survey and recording. 	<ul style="list-style-type: none"> • Works alone on projects in a senior or management capacity, and/or has direct supervision of others on projects. 	<ul style="list-style-type: none"> • Demonstrates experience of planning and managing complex projects across the built heritage sector, in conjunction with a variety of stakeholders. 	<ul style="list-style-type: none"> • Authoritative knowledge of the built heritage sector and the wider issues with which it engages. • Demonstrates professional judgement and ethical behaviour across a wide variety of complex situations, supporting and encouraging others to do the same. Can anticipate, recognise, and resolve

	<ul style="list-style-type: none">• Has authoritative knowledge of historic architectural styles, building forms, and construction methods/materials.• Has excellent knowledge and understanding of conservation philosophies, principles and practice.• Demonstrates in-depth and wide-ranging knowledge of legislation and policy with regards to built heritage.			potential conflicts of interest. Promotes the values of the Institute to work in the public interest with colleagues, clients, and stakeholders
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