



Members eBulletin, March 2021

In this bulletin:

- CIfA response to SAL Future of Archaeology report
- Agriculture (Wales) White Paper Campaign
- COVID-19 planning system changes and their impact on the historic environment
- Registered Organisation update
- Subscription renewal information
- Membership update
- Apprenticeship opportunities
- Introducing a new Toolkit for specialist reporting
- Change of name for the New Generation Special Interest Group
- Encouraging a speak up culture in your workplace: training session writeup
- Book reviews
- CIfA Group news/events/training opportunities
- Other news

CIfA news

CIfA response to SAL Future of Archaeology report

CIfA has responded formally to the [Society of Antiquaries of London's 'The Future of Archaeology' manifesto](#), following its publication in December last year. The Manifesto sets out a proposal for structural and cultural changes to archaeology in England.

CifA's response, which has been considered by Advisory Council, welcomes constructive discussion on the future of our discipline, recognises the principles which underpin the paper, and highlights perceived opportunities for creating positive change within archaeology. However, the response also expresses clear concerns that have been strongly expressed by the profession. Nonetheless, the response articulates the desire for further discussions with the wider archaeological sector on the topics raised by the Manifesto.

[You can read the full response here.](#)

Agriculture (Wales) White Paper Campaign

We are calling for CifA members to support our opposition to the exclusion of culture and heritage from the new 'Sustainable Farming Scheme' for Wales (SFS), which is outlined in the Agriculture (Wales) white paper. The SFS would replace the existing agri-environment land management scheme Glastir and we expect legislation to be brought forward later this year.

If the proposals are not amended, it would mean that farmers would no longer receive financial support for maintaining historic landmarks, features and archaeology on their land. Without this protection and mechanism for funding, our ability to develop stewardship for Welsh rural heritage and landscape will be drastically curtailed, with potentially serious loss for future generations.

CifA has produced a [**joint statement**](#) with the Council for British Archaeology (CBA), Clywd-Powys Archaeological Trust (CPAT), and Dyfed Archaeological Trust (DAT).

CifA and CBA have also responded jointly to a consultation on the white paper, which closed on Friday 26 March. [**You can read our response here.**](#)

We are asking interested individuals living in Wales to write to their Senedd representatives to encourage them to consider the historic environment in within the Sustainable Farming Scheme. [**Click here for more details on this campaign and advice on how to write to your representatives.**](#)

COVID-19 planning system changes and their impact on the historic environment - conclusions and recommendations from a joint RTPI South East/CifA event

Collaborative working across professions is important for success in the development process. With this in mind, CifA and RTPI recently held a two-part online webinar that looked at the Government's proposed COVID-19 planning system changes in the context of any impact on heritage assets and the wider historic environment.

[**Read the conclusions and recommendations.**](#)

Registered Organisation update

Due to the pandemic all Registered Organisation inspections in 2020 were postponed and have been carried forward to this year. The inspections will be conducted online and a draft schedule has been agreed. As always, we welcome applications to join inspection panels. [**You can find more information here.**](#) If you would like to join a panel please contact

Kerry.wiggins@archaeologists.net with a brief description of your experience and why you would be interested.

CIfA's Registered Organisation scheme is a unique quality assurance scheme. The Registered Organisation logo is a badge of commitment to professional standards and competence. As part of their application, organisations undergo rigorous peer review and are subject to an inspection at least every three years. Details of the application process can be [found here](#).

To see this year's inspection schedule, [please click here](#).

Reminder: CIfA minimum salaries from April 2021

At its meeting on 10 November, CIfA's Board of Directors agreed the recommended minimum salary levels from April 2021.

2021-22

PCIfA £20,400

ACIfA £23,800

MCIfA £30,600

[CIfA's policy statement on pay](#) highlights the impact of low pay on professional standards and on the ability of archaeological organisations to recruit, retain and motivate appropriately skilled staff. It also emphasises the need for organisations to work together to address the issues. The Board is committed to working towards a sector-wide solution to the issue of low pay in archaeology, which it would like to see implemented through the Industry Working Group.

As well issuing minimum salary recommendations as a benchmark for members and Registered Organisations, CIfA strongly encourages its partners on the Industry Working Group and its members to identify and make use of other available mechanisms, including workforce agreements and/or collective bargaining.



Subscription renewal information for 2021/22

The subscription renewal notices for the period 1 April 2021 to 31 March 2022 were circulated on 1 March 2021. If you have not received yours, please let us know or renew your subscription online.

To [renew your subscription online](#) you will need to log in to your account. For further information, please see our [CIfA website login instructions](#).

[Changes to your membership card](#)

We have changed the way you can access your membership card. Not only will this give you instant access whenever you need it but will also help to reflect our [environmental policy statement](#). Once you have paid your subscription fees you will be able to download your most recent card on

your member dashboard from a PC or smart phone/tablet. If you require a hard copy of your member card, please let us know.

Being part of a professional body isn't just about products, discounts and services, but it's always useful to know that CIfA membership is **tax deductible** and gives you a **15% discount from Cotswold Outdoor!**

If you have any queries regarding your CIfA subscription renewal, please see the **subscriptions page** of our website and **subscription FAQs**. Do not hesitate to contact us if you cannot find the answer you are looking for.

Wishing you all the best for 2021!

Laura Beasley

We need you!

The role of our Validation committee is to carry out a peer review process to assess individual applications against the requirements for CIfA accreditation. We have been holding them virtually this last year, usually the committee alternate meetings between Reading and Birmingham, and it will be a mix of both in the future.

We are always looking for accredited members to get involved to ensure we have a wide representation for this process. This is a benefit to applicants, but can also benefit individuals and can count towards your CPD. **Find out more about getting involved here.**

Samantha Boyle, PCIfA is on the Validation committee, you can **read about her experiences here.**

Are you interested?

Please email Lianne to find out more **lianne.birney@archaeologists.net**

Four out of five new committee members said they are "surprised by the detailed analysis of each application".

Membership update

Join over 3000 accredited professionals!

Accreditation demonstrates you have the skills to carry out your work and that you've committed to work in accordance with CIfA's professional Code of conduct. **Find out more about joining here.**

This brings our total membership to 4004 divided into 3036 accredited and 968 non-accredited.

The break-down is as follows:

Honorary MCIfA	11
MCIfA	1551
ACIfA	721
PCIfA	753
Affiliate	458
Student	510

The first meeting of 2021 has seen a steady number of successful applications and upgrades. We are pleased to tell you that 11 existing members successfully upgraded, and 22 new applicants were accredited.

Since January 2021 we have validated 117 Student and 24 Affiliate members, plus 3 successful re-joiners at accredited grades and 3 NVQ Fastrack to PCIfA.

Lianne will be continuing to hold workshops to help applicants complete the application process for accreditation, which have proved popular and have been useful to those who attended. Look out for more soon!

We look forward to receiving your application! [Find out more here](#) and [apply online here](#). If you need any help, please contact Lianne at membership@archaeologists.net.

Historic Environment Advice Assistant apprenticeship now recruiting!

This Level 4 apprenticeship developed by the Historic Environment Trailblazer Group of employers and training providers in England is currently recruiting its second cohort. The training programme, designed by Strode College in partnership with Historic England, provides entry level training in the skills needed for a career in historic environment advice, specifically providing technical, research and logistical support to Historic Environment professionals working with heritage assets in the planning and development process, and on the legal and policy frameworks for their protection. It is aimed at employers throughout the historic environment sector including local authorities and national parks as well as multi-disciplinary and heritage consultancies. The apprenticeship is particularly aimed at widening access to careers in the historic environment to a non-graduate audience. On completion, apprentices will be eligible for professional accreditation by CifA, IHBC and CIOB (at Practitioner, Affiliate and Registered levels, respectively). For more information, [click here](#)

Entry level Archaeological Technician apprenticeship – employers wanted

Cirencester College are looking for employers across England who are interested in recruiting apprentice Archaeological Technicians to work with them on a training delivery model, for apprentice starts in September 2021. Further information and contact details can be [found here](#).

Apprenticeship standards also exist (in England) for a Masters level archaeological specialist apprenticeship (Level 7 Archaeological Specialist) and a Masters level historic environment advice apprenticeship (Level 7 Historic Environment Advisor). If you are interested in recruiting apprentices on any of these standards, please contact Anna.Welch@archaeologists.net. CifA is also leading on the development of Modern Apprenticeships in Scotland.



Introducing a new Toolkit for specialist reporting

We are pleased to announce the launch of a new online Toolkit focused on specialist reporting. This was developed as part of a Historic England funded project and delivered by the CifA Finds group committee

(specifically FSIG Chair Louise Rayner, ASE) and Duncan Brown (Historic England) in partnership with CifA. The Toolkit provides resources and guidance to aid in the planning, writing, and monitoring of finds reports, including an advisory checklist that could either be used during the planning and writing of specialist reports, or to assess and monitor their quality.

[The Toolkit can be accessed here.](#)

This resource was developed in response to a survey undertaken as part of a project entitled **[Standard of Reporting on Archaeological Artefacts in England](#)** (Cattermole 2017) which highlighted considerable variation in the content and quality of specialist finds reports, identifying several areas that required improvement. The Toolkit resources are predominately for use in association with developer-led archaeological projects and particularly aimed at the creation of grey literature reports. However, the information is also relevant to other roles across the historic environment sector, especially project managers, artefact specialists, planning/monitoring archaeologists and those working with archives. The Toolkit can also be used to support the training of new specialists, or by students/apprentices, local societies, and community groups; in fact, anybody engaged in producing finds reports will find this resource useful.

Special Interest Group name change: New generation is now Early Careers

Following the Group's AGM last month the committee is really pleased to let you know that the New Generation Special Interest Group has now formally changed its name to **Early Careers Special Interest Group**.

The group was originally set up in 2012 to provide an opportunity for people in the early stages of their careers to get more involved with CifA's work and play a greater role in the sector as a whole. For a number of years the group felt the existing name didn't adequately represent the scope of our ambitions and following consultation we changed the name to **Early Careers** in 2020.

The **Early Careers SIG** aims to support those interested in a career in archaeology and those archaeologists in the early stages of their career working in all aspects of the sector. We have some great activities lined up this year including a session at the **[CifA conference](#)**, a student conference as part of the CBA Festival of Archaeology and we'll be doing some work to explore the impact of Covid-19 on recent archaeology and heritage graduates.

For more information about the group and our aims and activities please take a look at the website and don't forget to follow us on Twitter (**[@CifA_EC](#)**) and **[Facebook](#)** to keep up to date with all the latest news.

If you would like to get involved, the group is open to all and is free for members and £10 for non-members. To join simply email **groups@archaeologists.net**.

Best wishes

The Early Careers SIG Committee

Encouraging a speak up culture in your workplace: effective whistleblowing arrangements for organisations

In February CifA hosted a virtual training session conducted by [Protect](#) (the whistleblowing charity) aimed at upskilling senior managers within archaeological organisations to encourage a speak up culture, handling concerns and how to address grievances. The training session discussed three case studies relevant to archaeologists which covered discrimination on personal circumstance, health and safety and underplaying the significance of archaeological features.

Laura Andrews attended this training on behalf of the Diggers' Forum and has provided a [write up of the session](#).

You can read more relevant case studies and blogs from Protect on our [website](#).

OASIS V rollout support workshops

Historic England have commissioned MSDS Marine and Ashtree Heritage to provide support workshops for the rollout of the new Online Access to the Index of Investigations ([OASIS](#)) system. The CifA CPD Approved workshops will provide training and support to the whole sector and are targeted at different users within England. There are [further details here](#) and confirmed dates are:

OASIS for Museum Users

[19th April 2021](#)

Book reviews



You can find our full list of books available for review [here](#).

If you are interested in sending in a publication to be included in our reviews please send an email to admin@archaeologists.net

If you need any further information please see our [book review guidance](#)

CifA Group news/events/training opportunities

CifA2021 online: Annual Conference

21 – 23 April 2021

Earlybird pricing ends on 31 March - registration will close Friday, 16 April

Join us for almost 50 sessions, workshops, presentations and discussions held online over 3 days that will showcase new developments, and research in archaeology and the wider heritage sector. CifA2021 will look to the future and ask what more can we do to promote the profession and our professionalism?

[Register or for more information on CifA2021](#)

Lunchtime Chat

1 April and 6 May 2021

Take a break from your usual day-to-day and join us for a lunchtime chat, a 45-minute informal virtual gathering of CIfA members that combines the networking of live events with archaeological topics.

[Register to attend lunchtime chat, 1 April 2021](#)

Teaching, learning and neurodiversity in archaeology and heritage roundtable
15 April 2021

Monthly online round table sessions for sharing best practice in archaeological pedagogy organised by Dr Hannah Cobb (University of Manchester, UK) and Dr Karina Croucher (University of Bradford, UK). The next virtual roundtable in teaching and learning will focus on neurodiversity in teaching and learning in Higher Education in Heritage and Archaeology.

[Register to attend here](#)

CIfA event recordings

Have you missed a recent event, or would love to watch a presentation again? Visit our event recordings page to view recent presentations from our Innovation Festival and CPD sessions.

[See here](#)

For a complete list of all upcoming events, [please visit our event page](#)

Other news

CITB accredited training, equality and archaeology: a survey of participant experience

RESPECT, Prospect and BWA have been working together to bring to the attention of the CITB the issues faced by women taking their courses. Following personal reports received in various forums, we made contact with the CITB who are keen to address the issues raised. We were clear that discrimination can also occur in relation to race, age, sexuality or disabilities.

We have prepared this survey to gather information on individuals' experiences of CITB accredited courses. We invite responses from all who have attended CITB accredited courses, irrespective of gender, age, ethnicity, sexuality or disability. We want to hear about the good experiences as well as the areas that can be improved.

Please note: CITB accredited courses are often delivered by 3rd party providers, but not all H&S courses are CITB accredited courses. If you are unsure, please check your certificate.

This survey should take less than 5 minutes to complete. Your responses will be confidential as we do not collect identifying information such as your name, email address or IP address. The results of this survey will be published in a summary report, communicated to the CITB in order to improve these aspects of the accredited courses.

If you have any questions about this survey please contact
bajr44respect@gmail.com

To take the survey, [please click here](#)

The Social Distancing for Archaeology Toolkit (SoDA)

In an effort to mitigate the effects of COVID-19 on the archaeological sector, L - P: Archaeology was awarded a grant by the [Historic England Emergency COVID-19 Fund](#) to produce a 'toolkit' of resources to help demonstrate social distancing guidance in archaeological field and post-excavation work. The Social Distancing for Archaeology Toolkit (SoDA) project builds on the vital [work of Prospect Union \(Archaeologists Branch\)](#) who have been working to produce guidance during the rapidly changing state of archaeological fieldwork in early 2020. Liaising with stakeholders in the UK Archaeology Industry Working Group (including representatives from CIfA, FAME and Prospect), SoDA has sought to complement this work by producing high impact, freely available resources that demonstrate this guidance in practice. The project has produced a series of [short videos](#) in different on-/off-site work scenarios, as well as [signs, stickers, a toolbox talk and a risk assessment workflow](#). These resources were produced with the support of Prospect, who provided input and guidance during this project. The project hopes that these resources can be re-purposed in different archaeological contexts that extend beyond the commercial sector, including community digs and academic field schools.

Chartered Institute for Archaeologists

Power Steele Building, Wessex Hall, Whiteknights Road

Reading RG6 6DE

0118 966 2841 admin@archaeologists.net

*Image copyright Bing online and CIfA

[Opt out of all CIfA emails](#)

Chartered Institute for Archaeologists
Power Steele Building, Wessex Hall
Whiteknights Road, Earley,
Reading, Berkshire RG6 6DE
United Kingdom