

JOB DESCRIPTION

JOB TITLE: EPPIC scheme placement: Post-Excavation (finds)

LOCATION: Wessex Archaeology, Salisbury

DEPARTMENT: Post-Excavation

STATUS: Placement

RESPONSIBLE TO: Principal Operations

OVERALL PURPOSE OF THE POST:

The placement offers a training opportunity, to develop skills within this specialist area of archaeology.

The overall purpose of the placement is to improve the understanding of the whole post-excavation process, to publication, through the study of a large artefactual assemblage from a multi-period site in Wiltshire, also including a small environmental component. The post-excavation analysis of finds and environmental evidence is a key part of the process of field archaeology, and offers the means of interpreting sites through chronology, site function, social and economic status, trade and exchange, and site economy. Much of this interpretative process is built on comparison with other site assemblages and established corpora, but integration with the contextual information of the site is crucial, leading to the exploration of site formation processes, differential deposition and problems of residuality. Above all, the accurate recording of finds and environmental evidence is vital to the preservation of the archaeological record for any site.

The particular site involved (Littlecote) was undertaken as a research excavation over a number of years. The largest component comprises a multi-phase Romano-British villa, but parts of a medieval settlement and post-medieval hunting lodge were also investigated. Some post-excavation work has taken place, and the site sequence is well established. Apart from a small number of selected artefacts, however, no consistent analysis of the finds or environmental assemblages has taken place, although an assessment was carried out (by Wessex Archaeology) in 2002. The opportunity therefore exists to study a large, multi-period finds assemblage, with some supporting environmental evidence, within the stratigraphic framework of the site, to add to an understanding of that site, and to contribute towards the dissemination of the results.

MAIN DUTIES AND RESPONSIBILITIES:

During the course of the placement the post-holder will be offered the opportunity to acquire skills in the following areas of expertise:

Data entry and data processing. The villa site has produced a quantity of archive records over the course of excavation and post-excavation. While all finds have been quantified, the records have not been digitised. There is a need to create a project database to hold finds records, and also sufficient contextual information to enable the manipulation of data within the stratigraphic sequence.

Finds analysis. The most significant categories of finds within the assemblage are pottery, ceramic building material, animal bone and metalwork. There are also sizeable groups of stone objects, stone building material, vessel glass, wall plaster, clay pipes and worked bone. The post-holder will contribute towards the analytical recording of all categories, working alongside established specialists, and undertaking research.

Environmental processing and analysis. Processing of selected soil samples has already taken place; others remain unprocessed. The post-holder will complete the processing of further samples selected on the grounds of stratigraphic integrity and potential contribution to the aims and objectives of the post-excavation project, and will assist in the assessment and analysis of the resulting flots and residues.

Publication reporting. The final published output of the site has yet to be finalised, but it is anticipated that full publication reports will be compiled for the various finds and environmental categories. The post-holder will contribute towards this reporting stage.

Archive preparation. It is essential that the site archive is maintained in as accessible a form as possible for future researchers. This will involve ordering and indexing the finds and environmental archive, and any accompanying records, following national standards. Recommendations may also be made (and implemented) for selective discard of certain categories.

The training will be delivered on a mentoring/tutoring basis by various specialists while working with the project team. Learning outcomes and skill levels will be defined for the activities above. The placement may contribute towards an appropriate vocational qualification.

SALARY

£16,049 per annum

PENSION

An employers' pension contribution of 6% of salary will be paid. The post-holder will be eligible to join the IFA stakeholder pension scheme or may elect to have the contribution paid into a stakeholder pension of their choice.

HOLIDAY ENTITLEMENT

You will receive 25 days holiday per year. In addition there are 8 public holidays. Some holiday must be taken over the Christmas period when the offices will be closed

SELECTION PROCEDURE

The candidates who appear from the information available to have the qualifications, experience and abilities which best match those we are looking for will be invited to an informal interview. It is therefore essential for your application to give a full and concise description of the nature, extent and level of the archaeological field experience that you have had and any posts or responsibilities you have held.

The Selection Board will select the candidate most suitable for appointment. Their decision will be final.

PERSON SPECIFICATION	
Professional Placement in Archaeological Post Excavation	
ESSENTIAL	DESIRABLE
TRAINING, EXPERIENCE AND QUALIFICATIONS	
<p>Experience of working with artefactual assemblages</p> <p>Educated to degree level or equivalent in a relevant subject</p>	<p>Higher degree in archaeology or related subject</p> <p>Membership of the IfA at Practitioner level</p> <p>Experience of working with environmental assemblages</p>
KNOWLEDGE AND SKILLS	
<p>Good knowledge and understanding of British archaeology at all periods, but particularly Romano-British and later.</p> <p>Good knowledge of analytical processes for artefacts, and comparative literature.</p> <p>An awareness of professional standards for archaeological practice.</p> <p>IT skills, including use of databases, spreadsheets, word-processing and internet research.</p>	<p>Specialist knowledge of one or more artefactual category</p>
INTERPERSONAL SKILLS	
<p>Committed, hard-working and professional</p> <p>Effective team working</p> <p>Communication skills, both written and verbal</p> <p>Ability to meet deadlines, and to organise time effectively</p>	
PARTICULAR CIRCUMSTANCES TO BE CONSIDERED EG. AMOUNT OF TELEPHONE WITH PUBLIC, OTHER STAFF, AMOUNT OF PRESSURE	
<p>Considerable involvement with colleagues both within and outside WA</p> <p>Some time pressure</p>	