



Crunch time for Digger's Forum

Diggers' Forum has always aimed to make a positive difference. Over the last few years it has been Diggers' Forum, supported by BAJR and Prospect members, that has campaigned to keep IfA minima and to get those minima increased to the current levels. We worked to try and ensure sure that RO companies paying below minima are inspected properly and quickly. We have been flagging up poor standards and sub minima employers, work that has increased over the last few months.

As well as pay, DF has highlighted issues with Zero Hours Contracts, pensions, adverts, travel pay, training, standards and many other issues. The committee has been run by 5 volunteers, most of whom work out on site. That work is not over by any means and it must continue. Some of

the long-term DF committee members are stepping down. We need colleagues to fill these positions in order to continue with this work. DF must have a committee of at least 5, and up to 9 people.

We would love to hear from members working across the UK. There are funds available for travel, and we can, and have, discussed issues via Skype and email.

DF also needs members to come to the AGM to vote. Without your input DF will cease to exist at the next AGM. We feel we have achieved much, but there is so much more that we need to do. For DF to end now would be detrimental to the profession and all those of us who seek to further our aims.

Please join us! Our contact details are on the following page.

Mary Neale, Diggers' Forum Chair



DF Committee:

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admin@archaeologists.net

To view this newsletter as a pdf open it in Adobe Acrobat™, and go to **View<Page Display** and tick **Two-Up Continuous** and **Show Cover Page During Two-Up** and it will appear as intended.

To print the newsletter: if you only have an A4 printer it is easiest to print it double sided and staple down the spine to create a booklet format.

If you have access to an A3 printer then you can use booklet print:

http://kb2.adobe.com/cps/897/cpsid_89736.html



Diggers' Forum mission statement

The Diggers' Forum (DF) is committed to creating a positive, sustainable and financially viable career for all professional archaeologists at all points in their career. The DF is a Special Interest Group of the Institute for Archaeologists representing all archaeologists working out on site at whatever grade. Membership of the DF is open to all.

The DF was formed in 2004 to represent the views, aspirations and professional requirements of its members, in addition to campaigning for improvements in pay and conditions within the profession.

The views of those new to a career in archaeology, or who are employed at the lower rungs of the job, are under-represented in the industry. It is a key aim of the Diggers' Forum to redress this balance and keep the issues and welfare of its membership at the top of the IfA agenda and publicised to the world beyond.

The Diggers' Forum will serve as a platform to provide up to date news and information to its members, as well as actively encouraging debate and involvement within the DF and the IfA on the developing roles required of field-staff now and in the decades to come.

Join us in the Diggers' Forum and help make a positive difference to our profession: <http://www.archaeologists.net/groups/diggers>



Letter from the editor

Welcome to issue 15 of the Forum Dispatch, in this issue we bring you news on many of Diggers' Forum campaigns and issues, the work and successes we have had on minima, the work we will be doing to suggest improvements to IfA systems and procedures, plus there is a guest article on Zero Hours Contracts. There is also an appeal for more members to get involved or DF will be finished.

This is the eleventh newsletter I have produced, and I am standing down as editor after this issue. I have really enjoyed pulling together each issue, hopefully creating a newsletter that records the work of the Diggers' Forum, letting you know what we are up to on your behalf. I have aimed to bring a varied mix of articles in addition to the campaign information and updates -articles on the profession, reviews, and articles that will hopefully be of interest and of use in your day to day work (as well as being 'CPD').

I'd like to thank all of our contributors for all their work. It has been great commissioning articles and helping in some small way to get the finished piece into print. All back copies of the Forum Dispatch are available from the Diggers' Forum webpage at:

<http://www.archaeologists.net/groups/diggers/newsletter>

At present there is no new editor lined up, although I hope that someone will volunteer for this job at the AGM!! If you are interested and want to know what it entails, please get in touch. Editing the newsletter does take a fair bit of work, although a new editor or editors will have a blank canvas and can redesign the newsletter! Editing the newsletter could be a great opportunity for someone to try their hand at commissioning articles, editing and developing a newsletter style.

The plans for a DF blog to complement the newsletter will have to go on hold until we have someone in place to run it -we don't want to start something unless we can carry it on- although new formats and methods of communication mean that if someone has the energy and vision the opportunity is there.

I feel that the Forum Dispatch has been at the core of the DF over the last few years and is both the prime record and means of communication with members and non-members alike -although I would love that communication to have been a bit more two-way!

I hope you have enjoyed some of the articles, been informed about what we are doing on your behalf, and felt a part of the Diggers' Forum. Again, if you would like to volunteer as editor -get in touch. This stuff doesn't write itself!

Thankyou for reading,

Chiz Harward

If you would like to contribute to the Diggers' Forum Newsletter, or have a suggestion on a subject we should cover, any dates for the diary and details of events or other news please contact the editor by email:

chiz@urban-archaeology.co.uk



Diggers' Forum

Annual General Meeting



11am Saturday October 18th 2014

Petrie Museum, UCL, WC1E 6BT

This year's Diggers' Forum AGM will be held at the Petrie Museum, UCL. There will be a short tour of the museum before the AGM, and a talk on Petrie's workforce.

We will be holding elections for Diggers' Forum committee and all posts are currently open. This has been another very busy year for DF and the outgoing chair and officers will present reports, as well as a general run-through of DF activities and achievements, and discuss our aims for the next year. This is a key opportunity to ask questions and influence DF strategy; if you would like to suggest a resolution please get in touch before the meeting.

The AGM is open to all IfA and DF members, and non-members can join on the day; we hope to see as many of you as is possible! After the AGM we will retire to a suitable establishment to continue discussions.

Contact: diggers@archaeologists.net

DF webpage: <http://www.archaeologists.net/groups/diggers>

DF Facebook page: <https://www.facebook.com/DiggersForum>

The Diggers' Forum is a Special Interest Group of the Institute for Archaeologists



DF Roundup



DF Committee -All Change!

Diggers' Forum is run by a small committee of volunteers, several are stepping down at the forthcoming AGM. They include Sadie Watson who has been on DF committee for six years as Secretary and has been instrumental in DF work and key achievements, especially working on pay minima, over the past few years. Sadie was also on IfA Council for six years where she has helped represent Diggers and has made a fantastic contribution, consistently putting your issues at the heart of IfA business; Sadie will be staying with DF as a rep to help with continuity and transition. Mary Neale is also stepping down from DF but will stay active in DF; Mary has been both Acting Chair and Treasurer for DF, Mary remains on IfA Council, where she will continue to be a valuable addition. Sophie Jennings is also retiring from DF, Sophie has been Treasurer for the past year, as well as representing us on the IfA Groups Forum, Sophie remains on IfA Council.

Without the work of Sadie, Mary and Sophie the DF would not have been able to fight for improved pay and conditions, and for retaining minima in its diluted form.

With three committee members stepping down we need to get some new volunteers to step forward and join Cat Gibbs and Chiz Harward; Chiz has decided to stay on committee for one year to help the new committee bed in

and pass on information about past and ongoing DF campaigns.

Hopefully you should have seen the emails asking for volunteers to stand for election, we'd like to thank those that have contacted us, and hope to see nomination forms from as many members as possible! Unless we can get a new committee of at least FIVE members elected, the Diggers' Forum will cease to exist at the AGM. That means that there will be no organised representation of site staff in the IfA, no organised campaigning to keep and increase minima, no-one arguing your side in a wide range of discussions in the IfA, and no organised voice of Diggers helping to shape the new Chartered IfA.

We need volunteers to stand for election, either as Chair, Secretary or Treasurer (accredited corporate members only), or as Ordinary Members. Nomination forms are available from IfA. If you feel you could help DF continue to work for Diggers then please get in touch and we can run through what it takes.

Even if you don't feel you can spare the time to be on committee, we really want to hear from as many members as possible who may be able to supply information on pay and conditions, spread the word about DF and IfA developments, and act as 'ambassadors' across the country. We rely on members for all our information, so please get in touch!

Diggers' Forum members who are corporate IfA members can also stand for election to IfA council and the new Board of Directors; there will also be a nominated DF rep on the new council. Sadie and Chiz have both come to the end of their terms on council, which leaves Mary and Sophie on council. In order to keep momentum going on all the issues that affect Diggers we do need to keep a strong presence on council and would like to hear from anyone who is interested in standing. We'd also urge all DF members to support and vote for any Digger candidates!

DF on committee....

A key part of the DF's work is making sure that site archaeologists are represented in the places where important decisions are made. That means standing to be on IfA committees and joining working



parties and the like. Currently there are four DF committee members on IfA Council -where they make sure that Diggers' voices are heard and listened to. And to be fair they are listened to, it just often takes a long time to turn positive words and agreement into solid action that you can all see.

With Charter the rules on elections are changing a bit, but with Sadie Watson and Chiz Harward stepping down from Council, we do need more Diggers to step up and stand for election to the new governing bodies. If people don't stand for election then Diggers' voices will be reduced. We can and do make a difference, and it is probably fair to say that DF members are some of the most vocal in Council. So if you can spare the time and feel you have something to say and something to offer, please get in touch with us (or IfA) and we can answer any questions you may have and support you in your application.

DF are also on various committees -Sadie Watson is on the Professional Practice and Development Committee (PD&P) which looks at various issues including standards, whilst Chiz Harward is on the Registrations Committee (Organisations) or RC(O) which runs the RO scheme and carries out inspections of ROs. DF members make a positive input into all these committees, and many of our suggestions are taken on board. We would like to have more Diggers on the IfA Validation Committee which assesses IfA applications and it would be great to have more Diggers on RC(O) and PD&P so that we can always cover meetings.

Any accredited corporate member (PIfA, AIfA, MIfA) can stand for any IfA committee post, so please get in touch!

Training and CPD survey

The first stage of analysis of the DF CPD and Training survey is now complete, Rachel Edwards has produced an interim report building on the initial assessment and we will be looking at what additional analysis we need to carry out. We hope that this will be completed soon and that we can get the final report published!

In the meantime there is an initial summary paper in the proceedings of last year's DF/Prospect conference. The proceedings are available as a free download from <http://www.archaeologists.net/ArchaeologyPayTraining>.

Pensions

The impact of auto-enrolment continues to have reverberations; a couple of years ago some archaeological employers were claiming that the generosity of their

pension schemes meant that although they paid below minima, their total employment package was actually above IfA minima -even for temporary staff, many of whom weren't eligible for a pension until they had been in post 3 months! Now some of the same companies are complaining about the costs of pension auto-enrolment and have admitted that very few of their temporary staff ever used to join the pension scheme!

Not forgetting that the standard government auto-enrolment pension contribution is only set at 4% -IfA rules say that if you get less than 6% pension contribution from your employer you should get extra money in your pay packet!

Auto-enrolment is affecting more and more companies, you pay in from day one of your contract (unless you opt out), and soon nearly every company will have to provide it. It is therefore a cost that is equal for nearly all employers. Prospect have been looking into the possibility of an archaeologist pension that is easier to carry around from job to job, and we look forward to hearing more on that.



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CAT and Genny, we do hope you've been trained...



Who are the Diggers' Forum?

Sadie Watson

The DF currently has just over 750 members, but have you ever wondered just who the other 749 are? Well we have, and thought it would be interesting to see where you all are, and what you are all up to. After all, we know that we're not all digging on site, so the DF must be a pretty varied lot. A check through the list of members confirms that yes, we are a very varied lot indeed!

The map shows where in the UK all our members are, (those that provided postal codes when joining the IfA anyway). There is an obvious focus in the Southeast of England and the Midlands, which is exactly what you would expect considering that's where most of the larger field units are based. However we do have a nice spread of members across the UK, including representation in some of the more far-flung places such as the Highlands and Islands of Scotland. The Orkneys are truly a focus of archaeology in more ways than one!

Due to space the map only shows the UK, although we do have members across the world, with Western Europe represented, along with the USA, Canada and Australia. We do need to break into Asia though...

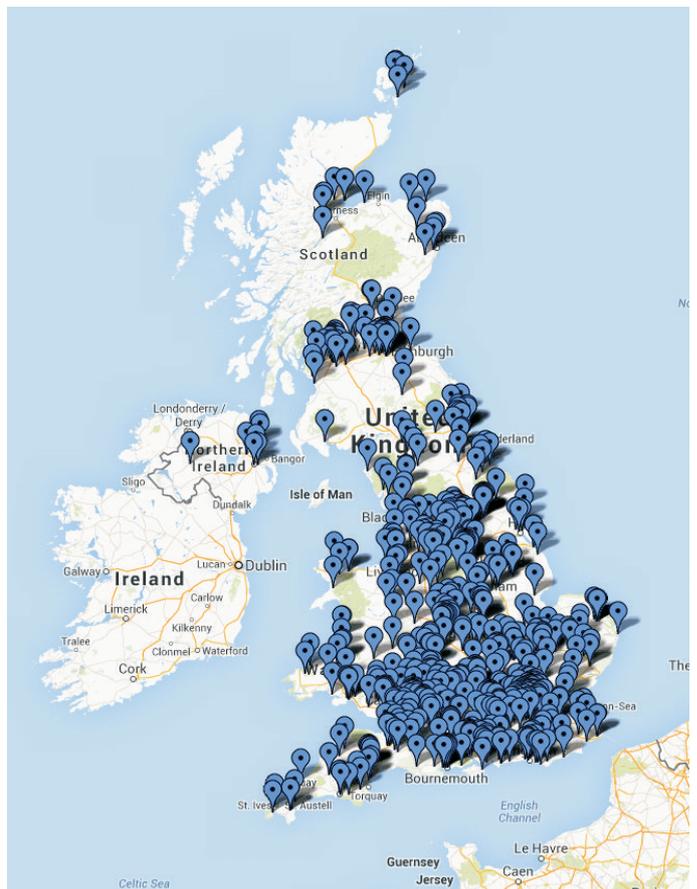
We also have a member on the Isle of Lewis, which we do realise is within the UK, but no postcode for that member so they don't appear on the map – sorry!

As far as your IfA membership grades go, we have a good spread across all the various grades. Surprisingly, our smallest grouping is the PifAs, with 109 DF members currently at that grade. We have 130 MifAs, and spookily, exactly the same number of AlfAs! A large number are students (193) and affiliates (188), so hope you will all join as Corporate members when you graduate. We are proud to say that we even have one Honorary MifA, (who is also a Professor incidentally). It is gratifying to see the number of PifAs and AlfAs amongst you as that would be our natural cohort, if you assumed that all members of the DF are Diggers. However, that isn't the case, and to go with our

forementioned Professor we also have EH Inspectors, curators, Finds Liaison Officers, consultants, lecturers, and even the odd Company Director or two! Within the contracting sector we have finds specialists, geomaticians, marine archaeologists, illustrators, geophysics officers, archaeobotanists and processors.

Our reach extends into academia with several university researchers and lecturers. Proof if it were needed that these days there is generally a high level of academic qualifications within the average site team comes from our membership too - with 54 PhDs amongst you.

Needless to say we represent every corner of archaeology, with a fair few self-employed archaeologists and consultants, as well as a fair few unemployed ones as well. Thanks to those in particular for sticking with us!



British Archaeological Awards

Manda Forster, IfA

July saw the announcement of the British Archaeological Awards 2014 - a sector wide celebration of archaeology and archaeologists. The awards provide an opportunity for us to put the spotlight on some exceptional work - including some brilliant examples of engagement, innovation, public presentation as well as best archaeological book and best archaeological project. The diversity of the finalists was a fantastic endorsement of the passion and creativity of British archaeologists, and demonstrated that great projects are happening all over the country - from the most northern coastlines to the biggest cities.

The awards were presented by Loyd Grossman (Chair of Heritage Alliance), with a drop-in from Ed Vaizey MP (Minister for Culture and Digital Industries) and an appearance from Dan Snow (CBA President) to present the lifetime achievement award to archaeologist Beatrice di Cardi.

Ed Vaizey was pleased to be able to make an appearance at the awards, highlighting the power of archaeology to engage the public, and celebrating archaeology as a 'living discipline - allowing the people of the past to speak'.

We are happy to report that a number of IfA members and Registered Organisations were recognised for their high quality and far reaching works - finalists included Centre for Applied Archaeology, Oxford Archaeology East, Clywd-Powys Archaeological trust, Dyfed Archaeological Trust, Glamorgan-Gwent Archaeological Trust, Gwynedd Archaeological Trust, MOLA, York Archaeological Trust - with many individual members included under those organisations banners. Well done to all!

Winners of Best Archaeological Project - MOLA The winner of the Best Archaeological Project was Bloomberg London, Museum of London Archaeology, which was received by Sadie Watson a member of IfA's Council and Diggers' Forum Secretary. MOLA (a Registered Organisation) undertook the work at Bloomberg Place, a three acre site in the heart of the Roman City of London and home to the Temple of Mithras, excavating seven metres of archaeology and revealing 10,000 finds covering the entire period of the Roman occupation of Britain, from the 40s AD to the early 5th century.

The full list of winners can be found below - and IfA would like to convey our congratulations to all the finalists and winners at BAA 2014!

The 2014 Awards were presented to:

[BEST ARCHAEOLOGICAL PROJECT](#) - Bloomberg London, (MOLA) Museum of London Archaeology

[BEST COMMUNITY ENGAGEMENT ARCHAEOLOGY PROJECT](#) - Scotland's Coastal Heritage at Risk Project (SCHARP), The SCAPE Trust

[BEST ARCHAEOLOGICAL BOOK](#) - Interpreting the English Village, Mick Aston and Chris Gerrard, Windgather Press, published by Oxbow Books

[BEST PUBLIC PRESENTATION OF ARCHAEOLOGY](#) - New Secrets of the Terracotta Warriors, A Lion Television and Medialab co-production for Channel 4

[BEST ARCHAEOLOGICAL INNOVATION](#) - The SCAPE Trust with WildKnowledge / ShoreUPDATE (Scotland's Coastal Heritage at Risk Project), Sites at Risk Map web portal and app

For more information about the awards and the winners, you can visit the BAA Awards website at www.archaeologicalawards.org.uk.



L-R Michael Marshall (Finds Specialist) Michael Tetreau (Senior Archaeologist) Sadie Watson (Project Officer) Sophie Jackson (Project Manager) Jessica Bryan (Senior Archaeologist) Dan Snow (CBA President)

You can read more about Sadie's winning site on the Walbrook Discovery Programme blog at <http://walbrookdiscovery.wordpress.com/>



Diggers' Forum Proposed Statement of Competence

Chiz Harward

The Diggers' Forum has proposed a simple statement on the required competence of all professional archaeological staff. We feel that this statement would reinforce and clarify the professional status and aspirations of archaeologists, particularly those at the start of their careers, and would back up the requirement for structured training and career development. We do not feel that the statement says anything that has not already been enshrined in IfA principles, however we feel that it states the required situation clearly and simply:

'The level of competence to be expected of any professional archaeologist shall be Practitioner level (PIfA) or above; any archaeologist employed who is not working at PIfA level of competence must be working within a structured training programme to take them to PIfA level competence.'

PIfA is the minimum level of competence for a professional archaeologist. If you are currently working below PIfA level you should be getting proper training to meet PIfA level of professional skill and knowledge.

Now some people may argue that there are archaeological jobs which are below PIfA level -so called 'sub-PIfA' roles and wheelbarrow pushers, but we would respond that these are either not archaeological jobs (they are labourers for example) or that they should only be temporary posts on a career path upwards towards PIfA and beyond -hence the need for training.

Of course defining 'PIfA level competence' in relation to field skills and roles is another question entirely -and one DF are taking on by helping to write a Skills Matrix for field archaeologists which will help new field archaeologists, employers, mentors and the IfA Validation Committee. This Skills Matrix help set out what a PIfA level archaeologist should be capable of -as ever, if you would like to help with this project please get in touch.

DF have asked the IfA to endorse this statement and we

hope that acceptance will help send a strong message that with the move to Chartered IfA the needs and aspirations of the newest members of the profession must not be ignored.

Diggers' Forum Recommendations for improvements to Registered Organisation Scheme

Diggers' Forum has presented IfA Council with a series of recommendations for the RO scheme, these are aimed at improving the running of the scheme, and the transparency of the scheme, particularly in respect of monitoring of IfA minima. The Diggers' Forum is very concerned about a perceived lack of action and slow response time to documented evidence that some ROs are paying below the minima following IfA's announcement that non-compliance with salary minima would trigger a detailed audit of the organisation. DF is also concerned that the existing timescales mean that the RO scheme does not hold the confidence of the archaeological profession and the following proposals made are intended as a simple and positive way of addressing some of the scheme's weaknesses.

Some of these proposals have already been discussed by Council and we hope that many of them will be able to be adopted in the coming months.

1. Change in RO bylaws (as required) to make failure to declare a sub minima salary an automatic reason for de-registering, similarly that any RO found to have wilfully misled IfA should be de-registered.

DF understands that several ROs did not answer a request by IfA to formally state whether there had been any changes to wages, and whether they had any sub-minima posts. We want failure to disclose such information to be specifically against RO bylaws.

2. IfA to provide Council with a full list of all ROs who have declared sub minima positions; Council to instruct RC(O) to give the strongest possible sanction against any company found to be misleading or lying to IfA over sub



minima until the above by-law can be implemented.

As with proposal 1, we are concerned that some ROs may have been withholding the fact that they paid below minima. We have called for Council to direct the RC(O) Committee to make sure that such behaviour is not allowed.

3. That the schedule of forthcoming RO inspections is made available online, and that the reports of the inspections are made publicly available.

The RO Scheme is weakened by the confidential nature of inspections and recommendations. DF believes that the dates of inspections should be published online, and that the inspection reports are also published.

4. The outcomes of all disciplinary and complaint procedures should be listed online, as well as in *The Archaeologist*; and that all sanctions or recommendations of the RC(O) are published online so that members and wider public can see the scheme is transparent and effective.

*Again, DF wants greater transparency in disciplinary and complaints procedures. At present the outcome of a procedure is published in *The Archaeologist*, but not the specific details of the case. DF would like IfA to look at publishing more information so that members and the public can see cases in the round.*

5. Create an up to date, publicly available, online register of all ROs that pay below minima for any roles (excluding those roles where there is a verified structured training program in place to bring the employee up to minima), and a greater transparency of RC(O) decisions, process and inspections.

DF would like to see a list of all sub minima ROs, maintained by the RO scheme, and publicly available.

6. That RC(O) establishes a clear set of guidelines to ensure that ROs have proven competence and/or experienced staff in all the services and regions that they declare they offer. If ROs do not have the skills in-house, but use subcontractors to carry out the work then this should be declared and indicated on the list and online database.

At present the list of RO services is declared as being in house or sub contracted, we would like this extended to the online RO database and checks to make sure that companies that claim to be able to operate in a given area or specialism, actually can do so to required standards.

7. Establishing a regular spot check of ROs to check

for sub minima wages and sub-standard trainee posts, this to be carried out on 4 ROs every quarter in addition to regular inspections. Selection of ROs to be at the discretion of the Standards Compliance Manager.

Given that several ROs failed to declare their sub minima wages, DF feels that there must be spot checks on ROs to check for sub minima posts and for substandard trainee posts.

8. That the Standards Compliance Manager and/or RC(O) will automatically initiate a detailed audit and inspection on any RO declaring, or reported to be paying, sub-minima wages within 1 month of the issue being known to the IfA. This audit and inspection should include detailed examination of any training plans, salaries, terms and conditions and standards of work. Where relevant a fieldwork inspection of a site to be chosen by the inspection team, and the opinion of at least two suitably experienced Development Control archaeologists should be sought on the quality of the work of the RO. The inspection team should then report back to RC(O) committee and council within one month, with the costs of this additional inspection to be borne by the RO if proved to be paying below minima and/or having wilfully misled the IfA, RC(O) or inspection team.

At present the system to trigger the detailed audit of a sub minima RO takes too long and needs to go through too many stages, DF want this process speeded up -whilst keeping due process- by allowing the IfA Standards Compliance Manager and Chair of the RC(O) to judge each case and trigger an inspection without waiting 3 months for the next committee meeting -as proposed by the IfA's Standards Compliance Manager. DF also believes that where the RO is found guilty of misleading the IfA they should pay for the costs of inspection.

9. That where an RO is shown to have any sub minima positions, it is banned from advertising in JIS until all positions at the RO are above minima.

10. That when an advertisement is rejected by JIS for being sub minima, an unstructured trainee position, or otherwise contravening the IfA Code of Conduct, that any replacement advert in JIS that meets the Code is charged to the RO at standard advertising rates rather than provided free of charge.

When companies submit adverts which contravene IfA advertising guidelines, the IfA should be able to charge for the extra staff time to resolve the issue.



The (Working) Party is Over!

Minima and beyond

Sadie Watson

As you may remember Chiz and I sat on the Joint Working Party on Remuneration with IfA staff, members of FAME, and Prospect reps and staff. The original purpose of the Working Party was to produce a forward plan for salaries within archaeology after the meeting of salary minima ceased to be a formal requirement of the Registered Organisation Scheme. We talked about this and many more issues during our meetings, (including training, career progression, market forces, Thatcherite capitalism and much more) and a forward plan was produced to be presented to IfA Council. A joint statement was also produced by IfA, FAME and Prospect (see text box below) and the IfA have added a set of Action Points to this statement to show how it will be taken forward.

The Working Party has now ceased to operate. At the last meeting in July it was suggested that a new industry-wide group be set up to continue and coordinate joint working between IfA, FAME and Prospect, with other relevant parties (such as the DF) to be included when necessary.

This group will have employment and reward as its focus, thereby neatly side-stepping the emotive term 'minimum salaries'! This group has met, in late July and we await with interest feedback from this meeting and suggestions put forward for the future of us and our colleagues.

We as Diggers' Forum reps have been happy to attend the meetings of the Working Party, and although we did not achieve exactly what we set out to achieve we are aware that the journey towards improved pay and conditions for archaeologists is a long road with many potholes. We do feel grateful to have been given the opportunity to represent our members and consider that without Diggers' Forum input this would have been a very different story.

Join us and make your voice heard!

The Diggers' Forum is the IfA Special Interest Group for field workers, that includes EVERYONE who primarily works at the sharp end of archaeology out on site.

The DF is open to all and represents field archaeologists at all levels -from a student considering professional archaeology to Project Officers running major excavations. The Diggers' Forum

represents YOUR views on a wide variety of matters within and beyond the IfA, we are the second largest SIG within the IfA and the bigger we are the bigger our voice.

If you are a member of the IfA membership of the Diggers' Forum is FREE, for non-members there is a subscription of £10 a year. To join email: groups@archaeologists.net



Joint Statement by IfA, FAME and Prospect:

"We believe low pay damages our profession and weakens our standing with allied professionals. It hampers our ability to recruit the archaeologists of the future, and to retain and motivate the archaeologists of today.

We have different perspectives on the problem of low pay but share a common interest in ensuring a healthy future for the profession.

We agree that the profession as a whole has a collective responsibility for addressing the problem and that each organisation should encourage its members to work together to find solutions.

In support of this, IfA, FAME and Prospect are committed to [*IfA Action Points in italics*]:

1. Helping organisations to develop and demonstrate the skills needed in order to ensure the required standards of professional practice, and to value and reward those skills appropriately

- *support and participate in joint working with FAME and Prospect to monitor and promote the development of appropriate reward systems in archaeology, encouraging each party to take up the respective responsibilities it has as trade union, employers' organisation or standards-setting institute and to act to the extent that the remit of each permits*
- *provide more guidance to Registered Organisations on how to support training and professional development*
- *expect more of Registered Organisations in promoting Continuous Professional Development (CPD) and of individual members undertaking and recording CPD*
- *through the Registered Organisation scheme, continue to monitor Registered Organisations not paying minimum salaries and work with them to address issues*
- *continue to collect and collate pay data for the sector and comparator industries, with FAME and Prospect*
- *continue to set minimum recommended salary levels and recommended starting salaries*

2. Promoting archaeology as a highly skilled profession worthy of recognition and reward equivalent to those of the professions we work alongside.

- *use the opportunity of chartered status for the Institute and discussions about chartered status for individuals to promote the work of archaeologists and the importance of accreditation within our sector and beyond*

- *use the opportunity of chartered status to build better links with comparator professions as a means of promoting the value of archaeology and archaeologists to society*

3. Addressing failures in the market by advocating policy and regulatory change, by helping buyers of archaeological services to make informed decisions based on quality and value as well as cost and by informing clients why it is in their best interest to use suitably-accredited organizations and archaeologists

- *in consultation with FAME, publish guidance for archaeologists and their clients on the importance of quality, standards and of using accredited professionals*

- *continue to lobby government and national agencies to require archaeological work to be undertaken by accredited professionals*

- *with FAME, explore and consult on alternative models for the procurement of archaeological services and promote within sector and beyond*

4. Ensuring employees are informed about their employment rights (in particular their right to join a trade union), are treated with respect in the workplace and that the employee voice plays a key role within the profession

- *continue to monitor employment terms of conditions and welfare provision through the Registered Organisation scheme*

- *promote the value of trade union membership to members and Registered Organisations*

- *maintain close links with Prospect and representation within the Archaeologists' branch*

Our organisations will therefore publish programmes of work designed to improve the working and business environment for archaeology, and will coordinate that work through a working group."



Minima: what has happened and what next?

Chiz Harward

A lot has happened since April's minima increase, and a lot of changes have been made. Back in Newsletter 14 we expressed our concern at a lack of urgency in addressing sub minima employers, and unfortunately the current system has meant inspecting sub-minima ROs has taken months. DF have suggested ways to speed this up by removing 'dead' time from the process, we hope that this will help.

So what did happen when minima went up?

Well firstly quite a lot of you would have got wage rises, to over £17K for the first time for many of you. So that is a small but positive step to where we all want to be, and it was heartening to see the first adverts come out above the new minima, including some well-above them. But others did not get a rise, and DF went all out to find out who was now sub-minima.

All ROs had been reminded by the IfA that any failure to meet minima would require notification to IfA -and would trigger an audit- yet we know that several ROs did not tell IfA that they were no longer paying minima. DF established several companies who were below minima including some that were openly advertising sub-minima wages, despite not telling the RO scheme as rules required. There were a couple of ROs who were temporarily below minima but promised back-dated pay rises, and one who was below minima briefly as they didn't seem to know what the minima were!

The real issue though was with three ROs, two of whom (Oxford Archaeology and Wessex Archaeology) were openly advertising sub-minima wages on their websites and Facebook pages. Another RO claims to pay above minima, but staff tell us that they are not getting minima - we are investigating, and there are several other employers -all ROs where we have real concerns about the pay levels, and general management. With Oxford Archaeology the wages were eventually put up above minima, although shockingly it appears that the wages of several grades had been below minima for at least a couple of years. DF did not have any concrete evidence of this, although we had heard rumours, so had not been able to act before. As soon as some whistleblowers alerted

us of the issues we alerted IfA who contacted Oxford to ask for clarification. We'd just like to reiterate: if you don't tell us that you are sub minima we can do nothing! We monitor all adverts, but the previous sub minima grades were not advertised. PLEASE do let us know if you are being paid below minima!

We would like to thank everyone that contacted DF and gave us concrete information and evidence about sub minima employers, and poor employment and professional practice. It has really made a difference and that evidence is being used in the audits of ROs, and in helping us develop ways of lobbying for better pay and conditions. As one of you put it:

"As you may have noticed the work you guys put in has made a huge difference, there has been a grade review at the bottom end of the scale and the lower grades have all moved up in the payscale. I even got a slight rise which I wasn't expecting cos I thought they would just move the bottom end:).

Things still have a way to go but at least they are now paying IfA rates for non-trainees and a proper training scheme has been started for the trainees with training books for showing progress, and actually organized training is starting to happen as standard rather than being dependent on whether the site supervisor could be bothered.

Thank you so much for everything you have done it has really made a difference. Sadly the people who have benefited the most will probably never appreciate what you have done but I most definitely do."

So where are we now? We appear to have defeated a possible test of the minima system, and minima seem to be holding strong -for now. There is a boom in fieldwork at the moment and this is helping drive up wages, so that is helping. We are though facing a new but familiar challenge -the annual minima debate in November, when next year's minima are decided by IfA. Information from employers indicates that several found it hard to meet this year's increase, and they will not want another increase next year. DF would say that this is a good reason why a planned



and staged series of annual increases to minima would help employer and employee alike -allowing increases to be written in to budgets.

Certain employers are so close to the edge financially that they will not meet this year's increase -their banks will not allow it. They must face the consequences and if they cannot show that they can recruit, retain and develop staff, and are endeavouring to meet minima, they will be taken out of the RO scheme. One of the odd things about the recession has been that more employers did not go to the wall, instead we seem to have a number of 'zombie' units who are able to stagger on, but unable to kick themselves out of a financial hole. Will these companies fold and allow new companies to take their place?

There is also some evidence that some employers who pay above minima are getting increasingly fed up with the sub minima/minima payers. We need these employers to join us in ending the low pay disposable model.

There is also strong evidence that many Diggers are voting with their feet and moving to better paying employers, although longer-term employees are often staying put as job security is obviously valued especially when you have lived in an area for some time or have children. Many units are having trouble recruiting and we all need to make sure that standards are not reduced and that all new staff receive proper training -and that trainers and mentors are trained, willing, and able -and are compensated for any extra work. We cannot afford any further reduction in fieldwork standards and new starters deserve proper structured training.

Above all please do not accept sub minima wages -if you are offered them then challenge them, ask why the employer is paying below par, and let us know.

Job adverts and sub-minima

BAJR does not allow any adverts by a company with any sub-minima posts, and IfA will not carry any sub-minima adverts. We have asked IfA to follow BAJR's lead in blocking all adverts from sub-minima companies. If a company is advertising via Facebook -but not on BAJR or JIS there is usually a simple reason. We are also asking that job adverts are made clearer, and more transparent, this is something we have been asking for some years and was a key recommendation of our Travel and Away Work report; it has led to real improvements in adverts on BAJR, but there are still some poorly worded adverts where it is hard to know what the company wants, or what you will get. Given the amount of time a good job application can take this is not good. DF hope to work with IfA to help improve adverts, and perhaps help create some 'model adverts' to

show exactly what information can and should be included.

More than Minima

BAJR has started a 'badge' for jobs that pay above minima - the More than Minima badge is for jobs that are over the minimum levels, but at present exactly what constitutes 'more' is decided on a case by case basis.

I am backing
MorethanMinima
Job Adverts



Name and Shame?

The current minima situation has led to calls from some Diggers to name employers who are paying below minima, or are deemed 'poor' in some other way. There are good arguments for naming sub minima employers, but there are also a couple of good reasons not to....

Part of the problem with 'name and shame' is that we usually find out that an employer is sub-minima because they are recruiting, IfA and BAJR have shut down opportunities for sub minima jobs to be advertised, so if we were to broadcast that Employer X was advertising for sub minima Diggers, would be a bit counter-productive! Diggers, especially those trying to get their first foot on the ladder, often find they have to accept poor wages (otherwise we wouldn't be in this mess), whilst we would like everyone to withhold their labour until we get better wages, we realise this is highly unlikely.

In addition it often isn't that easy to prove that Employer X is paying sub minima wages to staff, they may be openly advertising sub minima wages, but often the situation isn't that simple or they may argue that they do meet minima because of a technicality. Some companies have been 'outed' online as being sub minima, but the specifics of the posted information was actually wrong! Needless to say the consequences of such actions could be very severe, and with the level of unsubstantiated rumour and the understandable reticence of Diggers to whistle-blow, the truth is often very hard to establish.

Quite simply DF doesn't have the resources to check out



every employer -that should be the job of the IfA RO scheme for ROs. What DF would like is for the existing systems -RO scheme and monitoring by Development Control Archaeologists- to be more strenuous, and more transparent. We would also like a 'Black Mark' to be added to the list of ROs for any company that pays sub minima (actually we would like them kicked out of the scheme....).

DF members have though taken to commenting on Facebook and company blogs when an employer is advertising sub minima jobs; sometimes publicly embarrassing companies by questioning their wages may be the best action. It also makes sure that anyone reading the advert will be aware that the post is sub minima (unless the company deletes the comment!!)

Can consultants can do more?

Consultants have a responsibility to make sure that when they commission archaeological work that it is carried out to professional standards and we would urge all consultants to include professional wages and conditions in their selection of contractors, and in their on-site checks. This should be easy to do as consultants regularly visit most of their sites and can easily check if there is no welfare cabin or hot water. In addition most will have some form Sub-contractor Questionnaire where they check out the company; it would be simple to add on a requirement that the company pays above IfA minima,

provides proper training and proper welfare.

PifA level Competency Matrix

Last issue Sophie Jennings wrote an article on how to fill out your application form for IfA, giving advice on how to fit your practical experience into a form. Over the next couple of months Sophie will be helping develop a Skills Matrix for PifA applications from fieldworkers, this will help you understand what is required to get PifA level membership, and will also help the IfA Validation Committee to judge PifA applications from field workers. The matrix will hopefully fit in with the promised Pathway to PifA and make it far easier for Diggers to know exactly what they need to demonstrate to get that PifA accreditation. Please see Sophie's article on Groups Forum for more information.

What happens next is hard to say, hopefully the current strong demand for archaeological services will allow the profession to get itself in order, sort out proper training for all staff, and enable wages to rise to a level where most archaeologists don't feel they have to leave the profession to earn a decent salary. To keep minima on the IfA agenda its important to vote people onto council who support minima as part of supporting a sustainable profession. To do so, archaeologists need to be IfA members and to vote for candidates or stand themselves for Council. In the end it is up to all of us to help create a better profession.

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Groups Forum

Sophie Jennings

I recently attended the IfA Groups Forum meeting in Birmingham, it was a great opportunity to meet with other IfA Group committee members, share ideas, find out what they struggle with, what they have been doing, and also see how the many disparate aspects of our profession view the IfA, and what issues we face as a collective group.

The purpose of the meeting was twofold - firstly to meet and discuss the various bits and bobs that come about from having seventeen IfA Special Interest Groups. So things like group business plans - the IfA would like to see us all write up business plans so that they know what each group would like to do and can plan ahead to ensure each group can achieve what they set out to do. We also discussed what groups had been up to in terms of member events - many of you may have noticed how busy the Archaeological Archives Group has been over the past year running a number of workshops around the country.

One of the items discussed was how we reach you the membership - some groups like DF have newsletters, others have blogs, some have facebook, some have twitter. One of the many issues we all face as groups is knowing which is the most effective means of getting the message out to the most people. message out to most people. Recently, IfA have started an eBulletin aimed directly at volunteers (those working on committees like DF) in order to raise the profile of recent decisions and providing updates so we are in a better position to pass that information onto to others. IfA volunteers are a key means of communication with you about what the institute is up to.

The IfA are also looking at what benefits are offered by the institute as part of membership such as The Archaeologist, discounted copies of The Historic Environment, Policy and Practice journal, and the Cotswold Outdoor 15% reduction. The IfA are open to ideas on what other institutes offer, so if you are part of other organisations that offer something that you think the IfA could also do then pipe up and let us know.

CPD was a much discussed topic - the IfA are looking at a new accreditation system for training providers referred to as 'Smart CPD'. The idea behind the term is to formalise the process of accreditation for CPD workshops both by

outside providers and also IfA SIGs. This wouldn't mean that you can only do CPD through accredited routes, rather the idea is to give members a means of knowing that the training has set learning outcomes that are linked to National Occupation Standards. The IfA has already been doing this on an *ad hoc* basis but would like to formalise the process.

The Pathway to PIfA project is also on the cards for the near-ish future. You may have heard this project phrase bantered around? The intent is to provide a clear means for early career archaeologists to understand how they can go about achieving professional accreditation at PIfA level. Diggers' Forum will be assisting with this process in the creation of the skills matrix which was the second purpose of the meeting. The idea is that Pathway to PIfA would include the competency matrixes, guidance documents and also feed into RO training plans.

The afternoon was spent workshopping for the skills matrix - Dan from Validations Committee (the committee that looks at all the IfA membership applications) gave a brief talk about what they do and how it all works. Currently IfA has an overarching competency matrix which covers all accredited membership grades and which are relevant to all parts of the discipline. Having supporting matrices which focus on specialist areas has proved very useful for both forensic and graphics archaeologists, and IfA are keen for other SIGs to look into their own areas. This would help applicants understand what they need to demonstrate to prove their competence, and help the Validation Committee to understand whether the applications should be approved. The Graphics Archaeology Group (GAG) then gave a run down on how they developed their competency matrix for illustrators-illustrators used to have their own professional body (AAI&S) that then merged with the IfA and their competency matrix draws on the old AAI&S membership assessment panels, GAG stills continues to offer a full interview and portfolio review as part of illustrators' membership application.

The development of a skills matrix for PIfA level site workers should not only help the process of application to IfA, but also help with defining what exactly a PIfA Digger does and doesn't do. This will help in better defining our roles, and in making sure that if you get paid for what you do. We hope to have a draft Diggers' Forum Skills Matrix ready for the AGM in October!



The rise of the Zero Hours Contract

The pros and the cons

Kelly Madigan

Recently archaeology employers have been advertising jobs with a 'zero hours contract.' A zero hours contract can be defined as "a type of contract used by employers whereby workers have no guaranteed hours and agree to be potentially available for work, although they are not obliged to accept it." Please note that if on a zero hours contract you are a worker and not an employee.

There is no national legislation for zero hours contracts

and the results of a government consultation published in December 2013 highlighted both exclusivity and lack of transparency as key issues that needed addressing in proposed legislation, so that workers are not exploited. A key issue is 'exclusivity' -where even if they are not offered any work by a company a worker cannot work for anyone else.

Therefore here is a brief list of pros and cons that might help you if you are considering one of these archaeology zero hours contracts. Additionally, for balance, I have outlined why a company might be offering a zero hours contract and any cons that they might incur as well.

Pros for Worker	
Flexibility	When offered hours, you can take them or decline them based upon your own personal commitments. You will not be committing to full or part time work. You can take unpaid leave (with notice) whenever you want.
Experience	It is something to add to the CV. You can upkeep skills and practitioner methods.
Full workers rights	This includes all employment law, the right to accrue annual leave, payment for work related travel and to earn over the National Minimum Wage. You will be paid same per hour as a company employee.

Cons for Worker	
No guaranteed work	If there is no work to be offered then you aren't going to get any. Financial insecurity The flexibility would mean income is sporadic and unreliable. Breaks in contracts may affect the right to accrue over time. It will be difficult to qualify for a mortgage, loan or credit.
No sick pay or company pension	You only get paid for hours worked. You do not receive full employee benefits.
No training	As you are not a employee you are unlikely to receive training or investment in upgrading your skill set.

As with any form of work and employment it is a two way street and ought to be of mutual benefit. The worker offers their services, skills and expertise to the company and in return company pays the worker money for utilising their value. Therefore information should also flow two ways between the worker and the company to ensure that the terms and conditions of the work are mutually understood. The contractual arrangement should be transparent from the get-go, a zero hours contract worker should be aware of why they are meeting the needs of the

company and the company should be transparent in why they have chosen zero hours contracts as a means of labour recruitment.

Given that zero hours contracts are relatively new but are in increasing circulation within the archaeological profession; what are the kinds of questions that workers and companies should be asking prior to signing on the dotted line?



For the worker

- How much work am I likely to get at a time – hours/days/weeks/months?
- Will irregularity in workflow detrimental effect my financial stability?
- Do I need job security with sick pay, pensions etc?
- Will I get the same workers rights and pay per hour as colleagues, how many of their employment benefits will I receive?
- Will my refusal of any work effect my ability to be offered work in the future?

For the company

- Will a zero hours contract worker help to fulfil the demands of our fluctuating workflow?
- Will the zero hours contract worker maintain our

ability to provide continuity and quality of service to our clients?

- In the construction industry with contracts with clients often based on day or half day rates, can we effectively bill the client for worker on an hourly rate?
- If we need a pool of skilled flexible workers, why is offering works a zero hours contract better than using self employed freelance workers?

Zero hours contracts may suit some, but go into them with your eyes wide open, and aware of the issues. With the legacy of the recession on the archaeological profession already leading to questionable job security, shorter term contracts and low wages; it remains to be seen how or if zero hours contracts be of benefit to the future of the profession.

Pros for Company	
Flexible workforce	They can call on zero hours contract workers can help meet the demands of a fluctuating workflow.
Only pay for hours worked	You do not have to offer or pay for work when there isn't any to give.
You do not need to invest in the worker	As they aren't an employee you do not need to offer training or development.
Retention of valued knowledge and skills	Experience, expertise and the investment made in training an employee is hard to replace. When employees retire they may be willing to be a zero hours contract worker in order to help out and earn extra money.

Cons for Company	
Unreliable labour market	Worker doesn't have to accept the work on offer. Workers often prefer more secure employment resulting in high turnover of people zero hours contract.
Dearth of skilled workers available on these contracts	Skilled and experienced workers often prefer to work freelance as they get more money. Inexperienced workers will not receive training on this contract.
Workers may only be available to work hours not full days	Work contracts often worked out by day rate, this makes non-day workers difficult to account for and justify to clients.
Not an employee but entitled to most employee rights	Still have to pay PAYE tax on the worker even though they are not a full employee



What is the future for IfA

- and why should you be part of it?

Manda Forster

Recent editions of Diggers' dispatch have highlighted some of the ongoing activities of the Institute and voiced some of the concerns and questions members may have. With the planned transfer of IfA to the Chartered institute (CIfA) in December this year, we have the future of the profession at the front of our minds - and getting things right today is vital in underpinning the development of a strong profession. I have outlined below some of the things we are working on at the moment, which we hope will help make the profession a good one to work in - and make the IfA an institute you want to be part of.

Charter - what are the next steps?

In the September members bulletin we will be outlining the next steps in transferring IfA to CIfA - there are some very practical stages in this, including electing our new Board of Directors and getting together our Advisory Council. These new governance structures have been introduced for a number of reasons and my hope is that they will address some of the issues which have been previously highlighted in *Diggers' Dispatch*. For starters though, I should tackle Chiz's concern that Charter is essentially meaningless by providing some feedback on what member's said to us in a recent survey.

When asked about how being a member of a Chartered Institute may help their work, 50% of respondents used the words profession or professional in their response. A further 20% mentioned recognition. This is exactly what we mean about professional parity - people understand what Charter means (you can read about this in the editorial for our 2014 Yearbook). Maybe not in terms of how an institute becomes chartered, but certainly in respect to what it represents - professional confidence. Why would this help us? If you are accredited with a professional body, this gives people (clients, the public) confidence in your work. It is difficult for those working in archaeology to see this sometimes, but our stakeholder survey earlier this year indicated that others in the sector

see accredited membership of IfA (including the RO scheme) as a sign of quality (see TA91, Spring 2014).

Chartered status will help us broadcast that message further afield to developers and contractors - we need to sell archaeology in terms of quality not cost, and professional accreditation with a Chartered institute strengthens that message. To help provide some substance to that message (and address concerns it may fall on deaf ears) we will be launching a new CIfA *Client guide for archaeology* in the new year. This will be a short brochure about the benefits archaeology can bring to development projects, promoted directly to clients and developers. Our job is to promote high professional standards and strong ethics in archaeological practice and to maximise the benefits that archaeologists bring to society. It is those benefits which will impact how developers approach the tendering process - accredited professionals are worth paying for, as they will deliver on quality. Archaeologists need to believe that too!

A new governance structure and a stronger voice for members

The larger Advisory Council outlined in new governance structure (see Charter and bylaw on our website at www.archaeologists.net/charter/bylaws) will include representatives from all our specialist networks - a seat for each group elected by members of that group to represent their views. Members of DF are committed and active members of Council but their current role on Council at the moment is as individuals not lobbyists. The new CIfA constitution would mean that members of Advisory Council are no longer Directors of the company and, as such, are freer to represent particular interests: this means your voice can be heard directly on Advisory Council. The revamped governance structure means those elected as either as individuals or group representatives can feed in directly to the meeting agenda, raise and discuss issues with a larger arena of members (40 instead of 21) and the Advisory Council as a whole can lobby the Board of Directors about particular issues.

The new Board of Directors will be smaller and include elected members, as well as two members of IfA staff and



co-opted experts (as appropriate). The Board will be the decision makers, taking advice from Advisory Council, working groups and committees to inform those decisions. Council will be freed up to think about the strategic direction of IfA, to consider issues raised by members and recommend actions to the Board. The Board will be held to account by Advisory Council - so measures can be taken if Council do not feel the Board is acting in the interests of members and the Institute.

How will this help? I think members views will be better represented - as long as our specialist groups continue, your views will get to Advisory Council. Groups will have a much more central role in planning IfA's overall direction and will be able to communicate actions down to their members more readily. The process itself can be more streamlined - the Board can meet more often and as such, speed up decision making and the impacts of those decisions. We must support our groups - a recent review indicated that approximately 10% of our accredited members are involved in one or more committees. That equates to around 200 members keeping the IfA moving - validating membership applications, sitting on Registered Organisation committee, running our Groups. However, we always need more hands on deck and especially from archaeologists at PlfA and AlfA grades - currently under-represented across all of our voluntary opportunities.

Minimum salary recommendations - reinforcing our commitment to your wages

Minimum salary recommendations are a hot topic and rightly so. We recognise the need to improve pay and conditions, and to make a career in archaeology rewarding in real life terms and not simply depend on archaeologists simply loving their jobs. We know people have had to leave archaeology to head for a more stable career and we are losing talent from the profession as a result. IfA's role in this is important - but the answer is not as simple of forcing Registered Organisations to pay more. The Registered Organisations scheme is about organisations signing up to the *IfA Code of conduct* - developing standards across the board in archaeology and raising the bar. We currently have 76 organisations signed up to the scheme - who collectively employ around 69% of working archaeologists (see Kenny Aitchison and Doug Rocks Macqueen, *Profiling the profession 2012-13*, www.landward.eu/2013/10/archaeology-labour-market-intelligence-profiling-the-profession-2012-13.html). All our organisations are inspected by a panel of archaeologists every three years. That panel provides a report to the Registrations committee (organisations), who come to a decision on whether the organisation should remain in the scheme. Responses from Registrations committee (organisations) will often include

recommendations which are then checked in the next inspection (and can be anything from IfA membership to how environmental samples are stored). In addition to recommendations, conditions can also be applied which are changes that have to be put in place within a specified time frame (from 1 month to 3 years).

The majority of those organisations are working hard to meet the requirements of the scheme, but those who do not are risking their place on the IfA Register. Anyone can bring forward a complaint against an organisation, using the relevant form from the website and providing evidence. In some cases, an inspection can be triggered as a result of information supplied to IfA. In the case of salary minima, where there is evidence that staff aren't being paid in line with the recommendations or where an organisation has informed IfA that that is the case, an minima audit will be triggered. That audit will be looking into how an organisation is meeting the IfA Code of conduct, specifically linked to Rule 5.5 which states that '*A member shall give due regard to the welfare of employees, colleagues and helpers in relation to terms and conditions of service. He or she shall give reasonable consideration to any IfA recommended pay minima and conditions of employment, and should endeavour to meet or exceed the IfA recommended minimum salaries.*'

At the last Council meeting (July 2014), it was agreed that underpaying Registered Organisations will need to demonstrate they are not only meeting technical standards and able to recruit, retain, motivate and develop staff, but that they are also endeavouring to meet salary minima. If there is a failure to demonstrate that the organisation is endeavouring to meet salary minima, Registration will be refused and disciplinary steps taken. From 1 January 2015, the Registered Organisations annual update form will ask whether the IfA recommended minimum salaries are being met or exceeded for PlfA, AlfA and MlfA. Indicating that minima is not met will trigger a request to demonstrate how they are endeavouring to meet IfA recommended minimum salaries.

IfA's role in raising salaries has to be linked to our *Code of conduct* and standards - IfA is not a trade union (and therefore cannot take on that role) nor a trade association. We have a specific role to play in pushing the development of the profession forward and recognise that low wages hamper our ability to do this. You can see how we are planning on doing what we can in our recent action plan, circulated with the joint statement on pay made by IfA, FAME and Prospect. You can read about this on our website: www.archaeologists.net/practices/pay.



What is our future?

The next IfA conference (15 - 17 April 2015, Cardiff) is entitled *The future of your profession*. We have had a number of interesting proposals for sessions and should be able to provide an outline of the programme in the next edition of *The Archaeologist*. At the conference we will be considering the role of archaeologists in society and ways we can to improve our status. We need to be thinking about what we want our profession to become, so we can plan, develop and act on those hopes right now. Personally, I want archaeology to be a profession which people can feel they have a stable career in - and one which allows archaeologists to not just feel they are doing something worthwhile but to know they doing something which others value. And I would like that value to translate into decent pay, high standards and a definable career path. Where there are issues with IfA recommended salaries, I would like to think that one day those problems may be with IfA's recommended starting salaries, which are a substantial degree higher than the minima and rarely get mentioned today. I don't think that is unachievable in the longer term, but I do think we might have to pull together as a profession to achieve it (and I don't mean by just accepting things as they are).

Archaeology is a self-regulated profession and the IfA was launched in 1982 (as the Institute for Field Archaeologists) as the means by which the profession could regulate itself. As such, IfA is uniquely placed to bring the profession together and to help develop the future in a way which benefits both archaeology and archaeologists. IfA volunteers and staff are already working on many of the things which will help improve our future, such as advocacy work and tackling problems in policy and planning, or by identifying pathways to accreditation and promoting CPD so archaeologists can be supported throughout their careers. IfA can promote confidence in IfA accreditation for members and organisations, but archaeologists need to believe in it too.

Want to hear more?

My aim in exploring the future of our profession is to understand what IfA needs to do to help develop that confidence within the profession. Over the next year I will be out and about visiting organisations to talk to archaeologists about some of the things mentioned above. If you think it would be useful for me to come and visit the organisation you work in, or talk to you and a group of colleagues, let me know. And if you would like to help by volunteering for IfA in some capacity but not sure where and how you might be able to, get in touch and we can discuss the options. One thing that all members can do is help us promote professional archaeology - whether that's suggesting to colleagues they join IfA, making sure

you are at the correct grade of membership, or suggesting your organisation get Registered - it all helps.

Further information

Charter and bylaw info -

www.archaeologists.net/charter/bylaws

Code of conduct -

www.archaeologists.net/codes/ifa

CPD and training -

www.archaeologists.net/profdevelopment

Join IfA -

www.archaeologists.net/join/individual

Joint statement on pay and IfA *Action plan* -

www.archaeologists.net/practices/pay

Salary recommendations -

www.archaeologists.net/practices/salary



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IfA Research and Impact SIG

Day conference:

Collaborating for better research

Wednesday 24 September, 10.00 - 16.30, University of Leicester

Hosted by IfA Research and Impact group, this day conference aims to draw together a variety of experiences of working on some of the most exciting current collaborative projects and to discuss how to maximise the outputs and impact of such projects. There will be two themed sessions, each with presentations from invited speakers, followed by a practical discussion session drawing out issues identified in the preceding papers and suggesting ways forward.

The intention is to open up debate and to involve as many commercial archaeologists, consultants, students and academics in this discussion as possible. The discussion sessions will also provide an opportunity to meet individuals in the different archaeological sectors and hopefully to foster new partnerships for collaboration.

For abstracts from the speakers please see <http://www.archaeologists.net/RIGconferenceabstracts>

To book your place please go to <https://ifa-rig-collaborating-for-better-research.eventbrite.co.uk>

We look forward to seeing you there!

Cotswold Outdoor Discount

Did you know that IfA members can get a 15% discount at Cotswold Outdoors? If you are into the outdoors, or just need some new socks for site then you could start making back your IfA subs whilst shopping for anything from fleeces to sleeping bags, tents to torches.

Quote 'Institute for Archaeologists' at the till and show your IfA membership card. IfA members of the DF should have been sent a discount code by email they can use. If you didn't receive it, let us know. You may need to speak to the manager as staff may not be immediately aware of the discount. The discount code is also valid for phone and online orders.

Please note this discount cannot be used in conjunction with any other offer. If you have any difficulty using this



Tools of the trade: Pole-mounted cameras



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A simple camera mounting mechanism: components and assembled

Chiz Harward

Aerial photographs have been a key tool for archaeologists since the first use of balloons and aeroplanes to view, identify and record sites and monuments; more recently there have been many advances in use of drones, octocopters, kites, mast-mounted telescopic cameras and any number of gadgets to allow aerial views of sites -both before, during and after excavation without having to climb on the roof of the cabin or go up in the digger bucket (not advised, insurance may be invalidated...).

A higher viewpoint may be needed for many reasons: for overhead photo-rectification photographs of skeletons, photos of high elevations and standing buildings, large features or long evaluation trenches, or simply to get a really good overview of a site for publication or publicity purposes. A bit of extra height can make a huge difference in the final photograph, but how often do we have an octocopter on a 5 day eval?

One simple way of achieving a higher viewpoint is to use a pole-mounted digital camera, better known as 'camera-on-a-stick'. These can be very cheap, highly effective and very easy to make and use, the simplest models can be made for less than £20 from easily available parts.

The results can be fantastic: no longer do photos of eval trenches look ridiculously fore-shortened, photos of skeletons or elevations for photo-rectification are far easier, and you can get the whole ditch/site in one photo. Combined with a simple photogrammetry program like 123D-Catch you can even make a 3D model of the entire site.

Building a pole-cam is fairly straightforward, there are only two basic parts: the **pole**, and the **mounting** mechanism to securely hold the camera:

Staff or pole

Strong, **telescopic decorators' poles** can be bought from DIY stores in a variety of lengths, from 2m to upwards of 10m although anything over 4m will be hard to control. A cheap 4m pole can be bought for under a tenner. Carbon fibre poles are more expensive but are stronger and lighter than simple metal tubing. Look for strong tubing, a secure method of locking each segment once it is extended, and the ability to attach a mounting to the top:

Mounting

The simplest way of mounting a camera to a pole is to use a **1/4"-20 UNC bolt**, (20 threads to the inch) -this is the size that will fit in the base of your camera. The commonly stocked metric ('M') bolts have a different thread angle and **won't** fit the base of your camera, but you can buy the correct bolts at old-style hardware stores or on the net for pennies.

Most poles come with a hole in the mounting head that the bolt will fit through, or you can drill one through and fit the bolt in and add a couple of washers if needed. You can attach the camera direct to this bolt -although you will be restricted to 'Landscape' view- or you can attach a **tripod head** to the bolt (e.g. a Benbo Trekker ball-socket head) which will allow more flexibility of view. Tripod heads can be bought for under £30 online -look for a lightweight model which will fit the correct bolt size. Special adapters such as the **Pro-Pole** are available to convert the larger decorator's pole thread to a 1/4" camera thread, the tripod head/camera is then screwed onto the adapter.

It may be worth securing the bolt into the pole head using mastic or plastic metal, this will hold it firmly in place, and also strengthens the end of the pole. You can use a strap or cord as a **back-up attachment** from camera to a jubilee clip on the pole in case the mounting breaks, and you can



make a waist-strap to hold the pole in position more easily and allow one hand to be free to operate a tablet or phone (see below).

Operation

There are two main methods for utilising 'camera-on-a-stick' -the first is to have the camera in automatic mode and use the **self-timer function** to trigger the shutter after a short delay (2 or 5 seconds). Simply press the timer button and carefully raise the pole into the air, get it straight, and hopefully you take a decent photo. Repeat until successful! It helps if there is someone with you who can tell you if you are at the correct angle etc. You could use a wireless remote to trigger the shutter if your camera comes with one.

If using a DSLR with a **fold-out LCD display** you can tilt the display so you can see the image on the display -it will be small, but will help you take a better photo.

One thing you do need to think about is the **depth of field** and focus of your image: you *can* use the automatic mode and let the camera do everything, but you may want to manually adjust the aperture to get a better greater depth of field. To make sure the focus is ok, try it out on a subject a similar distance away and adjust as required. As it is digital you can take as many shots as you need and delete the duds once you have seen them on a proper sized screen.

The second method requires more kit and ideally two people. Some newer cameras come with the ability to **WiFi or Bluetooth** to a phone/tablet for remote control: switch the camera to the correct mode, and whilst the first person holds the pole in position, the second can adjust the camera controls such as aperture, zoom and ISO remotely via the phone/tablet, and view the image before taking the shot. Worth thinking about this capability when buying a new camera?

When using the camera always extend the pole and secure and check each section before attaching the camera and always lower the pole carefully -two people are advised and remove the camera before collapsing the pole sections.

Risk assessment

As with any tool you need to risk assess its use and write a short method statement: consider overhead power and phone lines and the possibility of lightning, the wind direction and speed -and how will this be assessed and recorded on site. Also assess how the pole will be raised and lowered to the ground, and whether you will be overlooking someone's private property. And of course



Photographs of 18th century brick drain structure taken with a pole-mounted camera giving a direct overhead photograph, and from standard height where the image had to be taken obliquely. Both images illustrate the structure, and ideally both types of photo should be taken.

consider the weight of the camera (and its cost) -don't put a very heavy DSLR with telephoto lens up on a flimsy pole in the wind.

You can spend as much time and money on pole-mounted cameras as you want, and you can 'pimp your pole' e.g. using cycle handlebar tape to help grip; you can also use extra poles to get flash guns into the right place, but at the end of the day a cheap and simple rig can still achieve great results. Happy snapping!

Thanks to Tom Wellicombe for commenting on this Tools of the Trade.



Archaeology Pay & Training: Can the industry do more?

Papers from the Diggers' Forum and Prospect Joint Conference 2013

On 2nd November 2013 Diggers' Forum and Prospect held an open conference to discuss the twin issues of pay and training in archaeology. The conference heard papers from a range of perspectives and there was lively discussion of the issues between audience and speakers. Antony Francis (Prospect) summed up some of the issues around low pay, and questioned whether competitive tendering was the right model for archaeology in the UK; Kate Geary (IfA) looked at the possible effects a Chartered IfA could have on pay and training and the need for involvement across the profession, whilst David Connolly (BAJR) outlined the new BAJR Skills Passport. Chiz Harward (Diggers' Forum) introduced some initial results from the Diggers' Forum survey on CPD and Training, and Dominic Perring (Archaeology South-East) examined ways that we can remodel our work so that it has value -for both us and the clients. The papers have now been published in an online pdf.

As well as writing up their papers the speakers were each asked to set out some positive aims, and also to identify potential obstacles, to help Diggers' Forum and Prospect work up a series of action points, and campaigning areas. Recently FAME, Prospect and the IfA have also issued a joint statement <http://www.archaeologists.net/news/140710-ifa-fame-and-prospect-joint-statement-pay> which has identified a series of principles and aims; the Diggers' Forum/Prospect aims should be seen as an addition to the joint statement aims, and are a mix of fairly simple proposals, and wider lobbying themes. We hope that at least some of these aims will be achievable fairly quickly and will make a positive difference to our profession.

Key to all our work is the involvement of a wider cross-section of the profession, and the engagement of more individuals in our work -whether that is on Diggers' Forum Committee, or as Prospect reps. Without more active membership both Diggers' Forum and Prospect will struggle to achieve positive change. We hope that the papers, discussion and aims set out in this proceedings will help highlight some of the issues and debates that are taking place in the profession, and will encourage more archaeologists to get involved in making archaeology a better profession for all its members.

The proceedings are available from: INSERT Prospect and IfA hyperlinks [HERE](#).



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