

- JOB TITLE:** Archaeologist I
- LOCATION:** Kellogg Center, 328 W Kellogg Blvd, St Paul, MN 55102
- COMPENSATION:** \$24.93 hourly minimum
- STATUS & HOURS:** Full-time, temporary position (approximately 2,080 annual hours) through December 31, 2024.
- BENEFITS:** Eligible to participate in State Employee Group Insurance Program with employer contribution. Generous vacation and sick time accruals.
- DESIGNATION:** Temporary
- POSTING DATE:** June 21, 2024
- DEADLINE DATE:** July 5, 2024
- TO APPLY:** Interested applicants must apply online at the Minnesota Historical Society's career center at [www.mnhs.org/jobs](http://www.mnhs.org/jobs) and include a resume and cover letter by the application deadline date.
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**DESCRIPTION:** This position exists to conduct archaeological, historical resource research as well as preservation projects on public lands. The MNHS Archaeology department provides this service through an interagency agreement with the Minnesota Department of Natural Resources.

**SUMMARY OF WORK:** 1) Conduct archaeological and historical research to identify, evaluate and protect archaeological and historical resources in areas of agency undertakings; 2) Document and prepare reports on all phases of research to satisfy contractual and professional obligations; 3) Conduct analysis of archaeological field data to document and interpret the results of field research; 4) Assist in the development of project-specific research designs to identify, evaluate, and protect historical and archaeological resources threatened by agency development projects; 5) Assist in the management of archaeological and historical research projects to ensure agency compliance with historic preservation law and agency policy; and 6) Provide professional expertise to others.

**MINIMUM QUALIFICATIONS:**

- Bachelor's degree in anthropology, archaeology or related field.
- Accredited training in archaeological field methods.
- Proficiency in technical skills such as photography, technical writing, land surveying, drafting and computer applications.
- Practical experience in the application of archaeological methods for archival, field and laboratory research and analysis.
- Ability to spend extended periods of time outside in all weather conditions.
- Ability to bend, kneel, crouch, sit, stand, reach, pull, push, and lift up to 30 pounds as necessary to perform field duties.
- Valid Driver's License.

**DESIRED QUALIFICATIONS:**

- Experience managing all aspects of individual projects, from initial archival research through field research and report preparation.
  - Practical experience in archaeological method and theory.
  - Proficiency in technical skills such as GIS, photography, technical writing, surveying and drafting.
  - Experience with Midwestern prehistory and history.
  - Experience with cultural resource management, the Secretary of Interior's Standards for Archaeology and Historic Preservation, applicable Code of Federal Regulations, and applicable Minnesota Statutes.
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Should you have questions with the application process, email [humanresources@mnhs.org](mailto:humanresources@mnhs.org) or call MNHS Job Line at 651-259-3181.

*At MNHS, we don't just accept difference — we celebrate it, we support it, and we thrive on diversity for the benefit of our employees, our products and services, and our community. The Minnesota Historical Society believes that an inclusive culture among our team members is critical to our success as a historical society and museum, and we seek to recruit, develop and retain the most talented people from a diverse candidate pool. The Minnesota Historical Society is proud to be an equal opportunity workplace and employer.*