



## Cultural Resources Technician - Early Career Development Program, Cannon AFB, NM

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### Posting Details

#### Posting Detail Information

Working Title	Cultural Resources Technician - Early Career Development Program, Cannon AFB, NM
Position Location	Cannon AFB, NM
Work Location	Position is fully in-office/in-person
Research Professional Position	
Posting Number	202500459AP
Position Type	Admin Professional/ Research Professional
Classification Title	Technical/Support I
Number of Vacancies	
Work Hours/Week	Up to 40 hours, but may vary by position.
Proposed Annual Salary Range	\$40,000 - \$43,000

<b>Employee Benefits</b>	<p>Colorado State University is not just a workplace; it's a thriving community that's transforming lives and improving the human condition through world-class teaching, research, and service. With a robust benefits package, collaborative atmosphere, and focus on work-life balance, CSU is where you can thrive, grow, and make a lasting impact.</p> <ul style="list-style-type: none"> <li>• <b>Review our detailed benefits information here.</b> (<a href="https://hr.colostate.edu/wp-content/uploads/sites/25/2021/01/benefits-summary-afap.pdf">https://hr.colostate.edu/wp-content/uploads/sites/25/2021/01/benefits-summary-afap.pdf</a>)</li> <li>• <b>Explore the additional perks of working at CSU here</b> (<a href="https://hr.colostate.edu/prospective-employees/our-perks/">https://hr.colostate.edu/prospective-employees/our-perks/</a>).</li> <li>• <b>For the total value of CSU benefits in addition to wages, use our compensation calculator</b> (<a href="https://hr.colostate.edu/total-compensation-calculator/">https://hr.colostate.edu/total-compensation-calculator/</a>).</li> </ul>
<b>Desired Start Date</b>	
<b>Position End Date (if temporary)</b>	
<b>To ensure full consideration, applications must be received by 11:59pm (MT) on</b>	06/09/2025
<b>Description of Work Unit</b>	<p>CEMML is a research, education, and service unit within the Warner College of Natural Resources at CSU. CEMML applies the latest and most appropriate science to promote the sustainable management of natural and cultural resources on the Department of Defense (DoD) and other public lands. We provide technical support, conduct applied research, and offer career development and learning opportunities to support resource stewardship. We collaborate with our sponsors and other CSU departments to resolve complex environmental issues, leaving a legacy of science-based decisions that sustain our resources for future generations.</p> <p>Cannon Air Force Base, home of the 27th Special Operations Wing, lies in the high plains of eastern New Mexico, near the Texas Panhandle. The base is eight miles west of Clovis, New Mexico, and is 4,295 feet above sea level. The base itself sits on 3,789 acres of land.</p> <p>To learn more about CEMML's contributions to land management, our mission, vision, and values, please visit <a href="http://www.cemml.colostate.edu/">http://www.cemml.colostate.edu/</a> (<a href="http://www.cemml.colostate.edu/">http://www.cemml.colostate.edu/</a>).</p>

**Position Summary**

- Are you ready to join a nationwide community of passionate conservation professionals?
- Do you want to gain the skills and experience needed to launch your conservation career?
- Are you interested in conserving the incredible natural and cultural resources on our nation's military lands?

If so, the CEMML Early Career Development Program (ECDP) might be just what you are looking for!

Our program offers practical experience in archaeology, public history, archival research, and cultural resources management and planning. Ideal for students, recent graduates, and early-career professionals. You'll have the opportunity to earn college credits (and money!), connect with mentors, and build a valuable professional network. You'll learn about federal land management while gaining real-world experience to advance your career in cultural resources. Guided by experienced Resource Managers and Specialists, you'll engage hands-on environmental management projects, developing practical skills, and enhancing your professional growth.

Paid, temporary positions are available with CSU CEMML at military installations across the United States and at CSUs main campus. These positions include internships, mentorships, and early career opportunities through CEMML's ECDP. No military affiliation is required to apply.

Ready to take the next step in your conservation career? Join us and make a difference!

A Cultural Resources Technician position is available with Colorado State University's (CSU) Center for Environmental Management of Military Lands (CEMML). This entry-level position will support the Cultural Resources Management (CRM) Program at Cannon Air Force Base (AFB), NM, with a combination of fieldwork and office tasks. The technician will visit archaeological sites to gather data, conduct inventories and assessments, perform site inspections or monitoring, and identify cultural resources. Additional duties include general CRM support such as helping draft National Historic Preservation Act (NHPA) compliance documents, corresponding with the State Historic Preservation Office (SHPO), and conducting data analysis or mapping using ArcGIS. Finally, the technician will be assigned to the base's digitization project to scan and upload cultural resources reports.

**Potential duties** may include, but are not limited to:

- Scanning and uploading cultural resources reports
- Historical and/or archival research
- National Historic Preservation Act (NHPA) compliance
- New Mexico SHPO correspondence and/or documentation
- Archaeological inventory and/or assessment
- Field-data collection, entry, and/or management
- Cultural resource identification
- Site inspections and/or monitoring
- Data analysis and/or mapping using ArcGIS

**Must be able to comply with all applicable regulations to obtain a Department of Defense Common Access Card (CAC).**

Curious to learn more? Head over to **CEMML's ECDP webpage** (<https://cemml.colostate.edu/ecdp/>) (<https://cemml.colostate.edu/ecdp/>) to explore the current openings and apply. Every position can be tailored into an internship, and our dedicated mentors are eager to help you fulfill your college program's internship requirements. Don't hesitate to apply to

	multiple positions if you qualify. New opportunities are posted regularly, so make sure to check back often and seize your chance to make a difference.
<b>Required Job Qualifications</b>	<ul style="list-style-type: none"> <li>• Pursuing a B.S. in archaeology-, history-, anthropology-, historic preservation-, or cultural resources-related field (at least a sophomore standing).</li> <li>• Experience using Microsoft Office Suite.</li> <li>• Must have a valid driver's license for operating federal vehicles.</li> <li>• Must be able to pass a federal background investigation to obtain a Department of Defense Installation Access Pass.</li> <li>• The successful candidate must be legally authorized to work in the U.S. by proposed start date; CEMML will not provide visa sponsorship for this position</li> </ul>
<b>Preferred Job Qualifications</b>	<ul style="list-style-type: none"> <li>• We'd love to hear about your experience with the preferred qualifications listed below! Please also share any additional qualifications you believe make you a great fit for this position. Currently enrolled or holder of a Graduate Degree in archaeology-, history-, anthropology-, historic preservation-, or cultural resources-related field.</li> <li>• Experience conducting research and compiling background information.</li> <li>• Experience organizing and planning historical/archival/archaeological research projects</li> <li>• Experience inventorying and assessing cultural properties in accordance with Section 106 of the NHPA.</li> <li>• Experience photographing archaeological sites/properties or historic buildings and structures.</li> <li>• Experience using GPS equipment to collect field data.</li> <li>• Training and experience using GIS software.</li> </ul>

## Essential Duties

<b>Job Duty Category</b>	Office work/administrative
<b>Duty/Responsibility</b>	Office-based tasks can include data entry and management, public outreach, preparing site forms, writing technical reports, compliance documents, database and data management, spatial analysis, and/or preparing correspondence and other documentation.
<b>Percentage Of Time</b>	50
<b>Job Duty Category</b>	Research
<b>Duty/Responsibility</b>	Conduct and organize background, literature reviews, and archival research.
<b>Percentage Of Time</b>	20
<b>Job Duty Category</b>	Fieldwork

<b>Duty/Responsibility</b>	<p>Conduct field work, which can include archaeological inventories and assessment, historic building inventories and evaluations, GPS data collection, field mapping, photography, public outreach and/or education, etc.</p> <p>May require overnight travel.</p>
<b>Percentage Of Time</b>	30

## Application Details

<b>Special Instructions to Applicants</b>	<p>CSU is committed to full inclusion of qualified individuals. If you are needing assistance or accommodations with the search process, please reach out to the listed search contact.</p> <p>References will not be contacted without prior notification to candidates. Please note, applicants may redact information from their application materials that identifies their age, date of birth, or dates of attendance at or graduation from an educational institution.</p>
<b>Conditions of Employment</b>	Pre-employment Criminal Background Check (required for new hires), Valid Driver's License, Special Requirements/Other - Must be able to comply with all applicable regulations to obtain a Department of Defense Common Access Card (CAC).
<b>Search Contact</b>	cemml_ecdp@colostate.edu
<b>EEO</b>	Colorado State University (CSU) provides equal employment opportunities to all applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.
<b>Background Check Policy Statement</b>	Colorado State University strives to provide a safe study, work, and living environment for its faculty, staff, volunteers and students. To support this environment and comply with applicable laws and regulations, CSU conducts background checks for the finalist before a final offer. The type of background check conducted varies by position and can include, but is not limited to, criminal history, sex offender registry, motor vehicle history, financial history, and/or education verification. Background checks will also be conducted when required by law or contract and when, in the discretion of the University, it is reasonable and prudent to do so.

## References Requested

### References Requested

<b>Minimum Requested</b>	3
<b>Maximum Requested</b>	

## Supplemental Questions

Required fields are indicated with an asterisk (\*).

## Applicant Documents

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### Required Documents

1. Resume
2. Cover Letter
3. List of Professional References

### Optional Documents

1. Other

**Talent Acquisition** (<https://hr.colostate.edu/talent-acquisition/>)

HR\_TA@colostate.edu ([mailto:HR\\_TA@colostate.edu](mailto:HR_TA@colostate.edu))

970-491-4691

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