



Archaeologist 2

Missoula, MT

Historical Research Associates (HRA) is seeking an Archaeologist 2 to join our collaborative team of experts in our Missoula office. This is a salaried, hybrid, full-time position with anticipated salary of \$58,936-\$78,561 depending on experience and qualifications. The position includes advancement opportunities for the right candidate with successful, demonstrable experience in project management and/or specialty work.

At HRA, we encourage and support employees in their career development. We support staff through individualized development roadmaps that include ongoing professional development, conference attendance, conference presentation, and mentorship.

HRA offers competitive compensation and a full benefits package that includes vacation, sick leave, holidays, medical/dental/vision insurance, a 401(k) and Roth retirement plan.

Summary of the Role:

The Archaeologist 2 performs research tasks, fieldwork, laboratory, and/or writing tasks as part of a project team. At the direction of project managers, leads field projects and occasionally directs project team members in specific tasks. Contributes to the preparation of reports and client deliverables under the oversight of project managers; this may include preparing the larger share of a small project report.

Required Qualifications:

- Master's degree or PhD in Anthropology or closely related field with Archaeology emphasis.
- Preparation of a Master's thesis or doctoral dissertation.
- 1+ years experience leading field crews, analyzing research data and contributing to research reports.
- Completion of accredited field school.
- Good working knowledge of federal, state, and local cultural resource compliance requirements, particularly the Section 106 process.
- Must meet the Secretary of the Interior's professional qualifications standards in archaeology and any applicable state qualifications.

Preferred Qualifications:

- Registered Professional Archaeologist.

Required skills and abilities:

- **General:** Proficient in the use of computer software including Word and Excel. Ability to use online databases, such as library search engines and digitized records collections. Use digital cameras, digital scanners, and digital audio recorders. Requires valid driver's license and ability to operate passenger car and/or light truck.
- **Teamwork:** Develop and maintain positive relationships, ability to balance work schedules and demands, provide and accept feedback, seek to resolve conflict through communication and collaboration, use effective verbal and written communication, listen and communicate effectively. Successfully function within a project team, work closely with project team members, and take direction from a project manager.
- **Research:** Proven ability to conduct background research in various sources including ethnographies, soils/environmental/cultural background, SHPO databases, GLO plats, land patents/historic maps, and tax assessments. Have the ability to recognize the need for and locate additional background or archival resources.
- **Writing:** Strong technical writing skills a must. Proven ability to contribute to deliverables. Contribute to research, inventory, resource evaluation, and monitoring plans and reports; the ability to contribute to high quality products with knowledge and understanding of appropriate style for the document.
- **Field:** Successful use of a compass, topographic maps, GPS with ArcGIS Online and ESRI Field Maps, and related field equipment Able to excavate shovel probes and conduct pedestrian survey in sometimes arduous conditions.
- Strong verbal and writing communication skills.
- Ability to remember and follow detailed instructions.
- Willingness to travel throughout the Pacific Northwest and the rest of the U.S. (especially the west).

Candidates should assume that 40–60 percent of their time will be spent in the field.

Please submit a letter of interest, résumé with three references, and a short writing sample (CRM report preferred; an educational thesis will not be accepted) to Human Resources at HR@hrassoc.com.

No phone calls, please. Only qualified candidates with an advanced degree will be considered for interviews. Interviews will be conducted with qualified applicants as they apply, and position will remain open until filled.

HRA is an Equal Opportunity Employer. We are committed to providing an environment of respect and inclusion where equal employment opportunities are available to all applicants and employees. Applicants and employees will not be discriminated against on the basis of race, color, religion, sex,

sexual orientation, gender identity and expression, disability, national origin, protected veteran status, status as a victim of domestic violence, stalking, or sexual harassment, or any other status protected under federal, state, or local law. If you need to request an accommodation related to disability, religion, or related to domestic violence, stalking or sexual harassment, please contact Human Resources.