

State of South Carolina Archaeologist

SALARY	\$45,000.00 Annually	LOCATION	Dorchester County, SC
JOB TYPE	FTE - Full-Time	JOB NUMBER	166123
AGENCY	Department of Parks, Recreation & Tourism	DIVISION	Colonial Dorchester State Park
OPENING DATE	06/20/2024	CLOSING DATE	7/20/2024 11:59 PM Eastern
RESIDENCY REQUIREMENT	No	CLASS CODE:	CE05
POSITION NUMBER:	60021157	NORMAL WORK SCHEDULE:	Other
NORMAL WORK SCHEDULE (OTHER):	Full-time, 40 hours per week rotating schedule including weekends and holidays.	PAY BAND	Band 4
HIRING RANGE - MIN.	\$45,000.00	HIRING RANGE - MAX.	\$45,000.00
OPENING DATE	06/20/2024	EEO STATEMENT	Equal Opportunity Employer
AGENCY SPECIFIC APPLICATION PROCEDURES:	Supplemental questions are considered part of your official application. Any misrepresentation will result in your disqualification from employment. Please complete the State application to include all current and previous work history and education. A resume will not be accepted nor reviewed to determine if an applicant has met the qualifications for the position. A State application MUST be submitted electronically through the www.careers.sc.gov website.	VETERAN PREFERENCE STATEMENT	South Carolina is making our Veterans a priority for employment in state agencies and institutions.

Job Responsibilities



COLONIAL DORCHESTER

STATE HISTORIC SITE

From 1697 until the beginning of the Revolutionary War, the trading town of Dorchester flourished along the Ashley River, inland from colonial Charleston. Today, Colonial Dorchester State Historic Site's remarkably preserved archaeological remains give visitors a peek into the early history of colonial South Carolina.

Job Purpose and Duties:

Assists with the operation, administration and maintenance of an archaeological site within the State Parks System. Researches, plans, and performs archaeological research projects and interpretive programs; may serve as assistant to higher level archaeologists in the areas of historic, prehistoric, land or underwater archaeology or resource protection.

- 1) Plans and conducts archeological research projects including preliminary documentary research, excavations, analysis and reporting of findings. Writes research plans and project summary reports.
- 2) Collects, sorts, prepares, describes, photographs, and catalogues archaeological materials for interpretive display or storage. Performs lab work including artifact processing, analysis, database management, and conservation.
- 3) Plans and conducts interpretive and archaeological education programs for the public.
- 4) In accordance with established policies and procedures, assist with administrative duties and maintenance activities of the site to include collecting and accounting of revenue, preparation of reports, maintaining grounds, and facilities, and controlling of inventories of equipment and supplies.
- 5) Performs law enforcement activities within his/her authority and agency policy.
- 6) Practice and promote teamwork within the Colonial Dorchester State Historic Site, throughout the agency and with external agency stakeholders. Represents office as an active member on agency teams assigned throughout the year.

Minimum and Additional Requirements

Master's degree in archaeology, anthropology, or closely related field plus: 1) at least one year of full-time professional experience or equivalent specialized training in archaeological research, administration, or management, (2) at least four months of supervised field and analytic experience in general North American archaeology, and (3) a demonstrated ability to carry research to completion.

Additional Requirements:

- 1) Ability to communicate effectively both orally and in writing.
- 2) Position requires medium to heavy lifting, walking and standing on uneven terrain, crawling and working at heights. Exposure to weather conditions, cleaning agents and other material used in maintaining park facilities and grounds.
- 3) Ability to work a flexible work schedule including nights, weekends and holidays.
- 4) Knowledge of archaeological principles and excavation methods, research techniques and reference facilities necessary for identifying artifacts and their relationship to the site. Knowledge of federal and state environmental impact laws and regulations as they apply to historic resource protection and archaeology. Knowledge of American and South Carolina history. Knowledge of artifact preservation techniques. Ability to use survey and photographic equipment. Ability to supervise work crews and volunteers. Ability to write clear and concise reports.

Additional Comments

Actual Job Location: Colonial Dorchester State Historic Site.

Full-time, 40 hours per week rotating schedule including weekends and holidays.

<https://southcarolinaparks.com/colonial-dorchester>

The South Carolina Department of Parks, Recreation & Tourism is an Equal Opportunity, Affirmative Action employer.



Agency

State of South Carolina

Agency

Department of Parks, Recreation & Tourism

Address

1205 Pendleton Street

Columbia, South Carolina, 29201

Phone

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Archaeologist Supplemental Questionnaire

***QUESTION 1**

Do you have a master's degree in archaeology, anthropology, or closely related field plus: 1) at least one year of full-time professional experience or equivalent specialized training in archaeological research, administration, or management, (2) at least four months of supervised field and analytic experience in general North American archaeology, and (3) a demonstrated ability to carry research to completion?

Yes

No

QUESTION 2

Are you a current SCPRT employee?

Yes

No

***QUESTION 3**

How did you hear about this position?

State Career Website, careers.sc.gov

Higher Education Institution

Indeed.com

Social Media -Please specify platform below.

Other

QUESTION 4

If "Other" or "Social Media Platform" was chosen above, please provide the source of where you heard about this position below.

* Required Question