



# NEW SOUTH ASSOCIATES

ARCHAEOLOGISTS • HISTORIANS

a women-owned small business

New South Associates, Inc., is seeking one **Full-time, Benefited** Project Archaeologist for a salaried exempt position in our Nashville, Tennessee office. New South Associates is a women-owned small business with a core mission to serve as a research-oriented, technology-driven cultural resources consultant that produces quality and timely products for our clients while offering a work climate that promotes professional development and a commitment to home communities. We have offices in Georgia, North Carolina, South Carolina, Tennessee, and Virginia, and primarily engage in cultural resource management services for private, state, and federal clients in the Southeastern and Mid-Atlantic United States.

A successful candidate will become a core member of the Archaeology Department, and will be responsible for successfully executing projects, directing field crews, and writing up and presenting results. The candidate will be expected to meet or exceed the Secretary of the Interior qualifications by January 31, 2024. They will be responsible for conducting archaeological undertakings of all types and sizes from project planning through report completion, under the direction of senior personnel. Each applicant must be motivated and have strong organizational, verbal, and writing skills, and have the ability to work as part of larger integrated teams. Broad experiences in all phases of archaeological investigations from Phase I surveys to Phase III data recoveries are preferred. New South Associates is seeking candidates with experience in Southeastern United States precontact and/or historical archaeology. These positions will be a hybrid of office and field work depending on company, project, and client needs.

## Job duties:

- Working closely with Management and Operations personnel to plan and execute projects within scoping, budget, and schedule constraints
- Working in tandem with other project personnel, including laboratory staff, historians, architectural historians, shallow geophysicists, and GIS specialists
- Directing and supervising field crews
- Recording archaeological resources and gathering field data
- Basic understanding and experience with archaeological excavation and recordation techniques (e.g., shovel testing, test units, surface collection, plan and profile drawings, environmental conditions)
- Conducting archival and historical background research
- Basic interpretation of archaeological data
- Completing cultural resource management reports and other deliverables to company and client satisfaction that comply with applicable state and federal laws/regulations/guidelines
- Training new archaeological staff in appropriate field techniques, best practices, and other topics as appropriate

## Minimum qualifications:

- Graduation from an accredited college or university with a BA/BS in anthropology/archaeology, history, historic preservation, geography, geosciences, cultural resources management, regional studies, public history, museum studies, or other related acceptable degrees
- A MA/MS or PhD in anthropology/archaeology, history, historic preservation, geography, geosciences, cultural resources management, regional studies, public history, museum studies, or other related acceptable degrees by January 31, 2024
- Ability to travel to remote locations, walking/hiking for long hours, and conducting fieldwork in inclement weather and/or rugged terrain

### GEORGIA

HEADQUARTERS  
6150 East Ponce de Leon Ave.  
Stone Mountain, GA 30083  
770-498-4155

565 North Milledge Ave.  
Athens, GA 30601  
770-498-4155

### SOUTH CAROLINA

1819 Hampton St.  
Columbia, SC 29201  
803-771-7083

### NORTH CAROLINA

1006 Yanceyville St.  
Greensboro, NC 27405  
336-379-0433

### TENNESSEE

1629 Fatherland St.  
Nashville, TN 37206  
615-262-4326

### VIRGINIA

3975 University Dr., Suite 120  
Fairfax, VA 22030  
703-219-8301

- Strong verbal, written, and interpersonal communication skills
- A valid driver's license and clean driving record
- US citizen, valid Green Card, or transferable H-1B or TN work visa

**Ideal skills and qualifications:**

- Completion of an accredited archaeological field school
- A MA/MS or PhD in anthropology/archaeology, history, historic preservation, geography, geosciences, cultural resources management, regional studies, public history, museum studies, or other related acceptable degrees
- Register of Professional Archaeologists (RPA) membership, or credentials necessary for enrollment
- 1-3 years of professional experience in cultural resource management
- A clear understanding of the precontact and historical archaeological record of the Southeastern United States
- Familiarity with NEPA, ARPA, NHPA, NAGPRA, Section 404, Section 4(f), and Tennessee-specific environmental compliance laws and guidelines
- Professional working knowledge of Section 106 of the NHPA and its applications
- Experience working with cultural resource management documentation
- Excellent verbal, written, and interpersonal communication skills
- Proficiency with Microsoft 365 apps and services

**Salary and Benefits:**

The exempt salary for this position is \$52,000-\$62,400, depending on an applicant's education, qualifications, and experience. Position benefits include medical, dental, and life insurance (premiums paid by New South Associates, Inc.), vision insurance, paid time off for vacation or sick leave, nine paid holidays, annual profit sharing through a qualified bonus program, and optional enrollment in our 401k plan with employer contribution after one year. We believe in active participation from our employees in our professional organizations and our communities, and support employee volunteerism and attendance at conferences and courses.

New South Associates champions a full and inclusive picture of our shared past, and we embrace colleagues from all walks of life who wish to work with us. We are an Equal Opportunity Employer that does not discriminate on the basis of age, race, disability, ethnicity, nationality, gender, sex, religion, or belief.

**To apply:**

Please submit a cover letter, resume, a writing sample, and contact information for three references to Stefan Brannan, Director of Archaeology: [sbrannan@newsouthassoc.com](mailto:sbrannan@newsouthassoc.com). This call for applicants will remain open until filled or September 15, 2023.