

Vacancy Notice

The Missouri Department of Natural Resources protects our air, land, water, and mineral resources; preserves our unique natural and historic places; and provides recreational and learning opportunities, while promoting the environmentally sound operations of businesses, communities, agriculture, and industry for the benefit of all Missourians.

[List of Employee Benefits](#)

Vacancy Title: **Archaeologist**

Position Number: **7010424**

City: **Jefferson City**

Division/Program: **Missouri State Parks / Cultural Resource Management**

Semi-monthly salary: **\$1,919.00 - \$2,088.00**

Posting Period: **December 31, 2018 – January 29, 2019**

Contact Information: **Kimberly Dillon (573) 526-0976 / kim.dillon@dnr.mo.gov**

Job Description:

- Serve as Cultural Resource Specialist for the state office of NRCS. In general, the CRS provides technical and procedural guidance for considering and managing cultural resources for NRCS. Duties may include: ensuring Section 106 compliance for select NRCS projects; report writing and GIS-based map-making; designing and presenting field-based cultural resource training for NRCS staff; and conducting cultural and historic property investigations and developing treatment plans as directed.
- Ensure MSP activities do not damage archaeological resources. As needed, conduct archaeological excavations or oversee contracted archaeological excavations on MSP property. Conduct archaeological surveys to ensure MSP projects do not destroy cultural sites. Review Cultural Resource Clearances within established time frames to afford protection for cultural resources. Ensure MSP is in compliance with the National Historic Preservation Act of 1966 by preparing Section 106 submittals as needed, including GIS-based map-making.
- Assist with cataloging MSP's archaeological collection using Proficio. Work will include rehousing and organizing artifacts and will require at least a few days a month working from the Rock Bridge Curation Facility in Columbia.
- Assist with other Cultural Resource Management functions, including: managing Cultural Resource Fund projects and reviewing and assisting field units with the writing of Cultural Resource Management Plans.

Qualifications:

A Master's degree from an accredited college or university in Archaeology, Anthropology, or a closely related field; and,

One or more years of professional experience (or equivalent specialized training) in archaeological research, administration, or management; and four or more months of supervised field and analytic experience in general North American archaeology; and one or more years of professional supervisory experience in the study of archaeological resources of the prehistoric or historic archaeology periods.