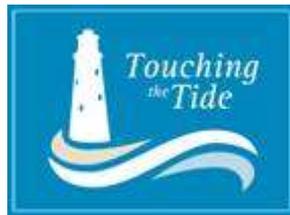


Temporary Archaeological Intern at Access Cambridge Archaeology



Applications are invited for a Temporary (6-week) Archaeological Internship (2015) within Access Cambridge Archaeology, based in Cambridge. This post is funded by the Heritage Lottery Fund through the Touching the Tide (TtT) Landscape Partnership Scheme in order to enable the post-holder to develop skills, knowledge and experience in heritage outreach in coastal landscapes. This will be achieved through assisting ACA in researching, planning, running and reporting on a community archaeology project intended to increase the public's understanding of long term coastal change. The Internship will run for six weeks from mid-July – late August 2015 (exact dates to be agreed with the successful candidate) and will focus specifically on a programme of public excavations in Dunwich (Suffolk) scheduled to run from 27th July – 4th August 2015. This will involve staying locally near Dunwich working over the weekend of 1st-2nd August. The post will also involve smaller amounts of time spent supporting the ACA team in other routine activities which take place over the period of the internship, which will broaden the experience gained.

The post will pay £258.50 per week before deductions. Expenses including costs of travel from Cambridge to project sites and overnight accommodation and subsistence will be additionally covered when the intern is required to work away from Cambridge. Training as needed will be given in supporting members of the public volunteering on ACA/TtT projects to ensure tasks are understood and carried out to the necessary standard; providing wider contextual archaeological information to ACA/TtT volunteers in order to ensure all are able to enjoy and learn from their experience; and presenting the aims and results of ACA/TtT projects to visiting members of the public.

Information about Access Cambridge Archaeology is available online at <http://www.access.arch.cam.ac.uk/>

Information about Touching the Tide is available online at <http://www.touchingthetide.org.uk/>

Key duties and responsibilities:

Project planning and organisation:

1. Under supervision, helping with pre-excavation planning. (c.20%)

On-site training and advising of volunteers (20% total):

1. Jointly with others, provide archaeological advice and supervision to members of the public carrying out the excavations in order they can do so to the required/appropriate standards.
2. Jointly with others, provide advice and encouragement to volunteers so that they learn from and enjoy their experience of excavating.

3. Communicate information to other team members in order to ensure that everyone can contribute most effectively to the successful completions of each HEFA and that any problems can be dealt with quickly and effectively.

Post-excavation analysis, research and reporting:

1. Under supervision, research the history and archaeology of Dunwich. (c.20%)
2. Under supervision, help with post-excavation finds/data processing and analysis (c. 20%)
3. Under supervision, draft section of the excavation report, specifically on the archaeological reports detailing and describing in a standardised format what has been found, for purposes of archival recording. (c. 20%)

Training provided:

The role holder will be provided with training as required:

- In helping volunteers understand their tasks and carry out these out to the highest possible standards.
- In helping volunteers learn about the significance of the discoveries they are making and their wider research context.
- In developing approaches to working with members of the public which recognise that that volunteers' knowledge, requirements and opportunities will vary significantly.

Knowledge, Skills and Experience required:

Essential:

- Ability to follow instructions to work effectively and accurately;
- Ability to work flexibly;
- Good general education and experience of learning at HE level;
- Good written English language skills
- Good verbal interpersonal and communication skills;
- Enthusiasm for working with members of the public of different ages and backgrounds;
- Good knowledge and understanding of principles and practice of archaeology;
- IT skills including word processing and spreadsheet use.

Desirable:

- Full driving licence valid for use in UK;
- Knowledge of the landscape history of the Suffolk Coast;
- Hold, or be studying for, a university degree in archaeology, environmental studies or a related subject.

Individuals interested in this post are invited to send a CV and covering letter to arcaces@hermes.cam.ac.uk to arrive before the deadline of

12pm (noon) , Monday 15th June 2015.

Candidates selected for interview will be informed via e-mail by 12pm (noon) ,Wednesday 18th June 2015.

Interviews will be held on Tuesday 23rd June 2015..