

ARCHAEOLOGIST

DEFINITION: Under general supervision, performs professional archaeological work activities for the Navajo Nation; performs related work as assigned.

ESSENTIAL FUNCTIONS: This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

TASKS:

Provides professional review, analysis, evaluation and recommendations related to Navajo Nation cultural and natural resources; provides professional and technical expertise related to the scientific study of prior civilizations and physical remains; promotes the awareness and appreciation of conservation and preservation of archaeological and historic resources and provides consultation to Nation officials as required.

Reviews, interprets and provides recommendations on the impact of proposed projects on cultural resources and reviews mitigation measures; provides archaeological input to environmental assessments or impact statements as directed; conducts cultural resource surveys; conducts field archaeological surveys, investigations and excavations; prepares final reports and recommends cultural resource clearances; attends archaeological conferences, seminars and workshops to maintain current professional knowledge.

Conducts cultural resource compliance reviews; reviews nominations of historic resources for the National Register of Historic Places; conducts site visits to ensure archaeological deposits are undisturbed by construction/development activities; monitors and communicates pertinent archaeological legislation, trends and developments; researches information and prepares required reports, recommendations, memoranda, contracts, letters and various other documents.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:

Knowledge of archaeological principles, theories, concepts, methodology and techniques.

Knowledge of archaeological survey and excavation techniques, research methods, procedures and techniques.

Knowledge of historic preservation regulations, guidelines, policies, procedures and standards.

Knowledge of Navajo traditional cultures and beliefs and regional/Southwest prehistory.

Skill in conducting archaeological surveys and excavations.

Skill in identifying, evaluating, and mitigating effects of impacts on archaeological and historic resources.

Skill in applying Navajo traditional cultures and beliefs to tribal planning, management, and preservation activities.

Skill in analyzing archaeological artifacts.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT: There is considerable need to stand, stoop, walk, and perform other similar actions during the course of the workday.

MINIMUM QUALIFICATIONS:

- A Bachelor's degree in Anthropology or Archaeology; and one (1) year of experience in archeological survey and excavation activities.

THE NAVAJO NATION

Class Code: 3616
Professional and Technical Series
Archaeology Group
Overtime Code: Exempt
Pay Grade: 64

ARCHAEOLOGIST

PREFERRED QUALIFICATIONS:

- Two (2) years of progressive archaeological survey and excavation experience.
- Archaeological field work experience.

SPECIAL REQUIREMENTS:

- Possess a valid state driver's license.

Depending upon the needs of the Navajo Nation, some incumbents of the class may be required to demonstrate fluency in both English and Navajo languages as a condition of employment.