

ARCHAEOLOGICAL SPECIALIST (DEGREE)

Details of standard

Occupation summary

This occupation is found in the Cultural Heritage, Historic Environment and Education sectors.

The broad purpose of the occupation is to plan, undertake and lead Archaeological Research and Investigation, which may comprise surveys, excavation, post-excavation analysis and scientific analysis of archaeological materials and data. Archaeological Specialists have specialised knowledge of one or more aspects of archaeological investigation and analysis. They are responsible for the processing, reporting and preparation for long-term deposition of archaeological data and materials.

In their daily work, an employee in this occupation interacts with organisations of all sizes in the public, private and third sectors. Typically, they interact with colleagues, external stakeholders and members of the public. Archaeological Specialists work on site (outside, all weathers), in an office or in a laboratory, including operating technical equipment and carrying out physical tasks.

An employee in this occupation will be responsible for leading and undertaking Archaeological Research and Investigation, with a high level of responsibility for the delivery and quality of their own work and that of others. They are responsible for providing a specialist resource to colleagues. The size of the employer will impact the team the Archaeological Specialist is responsible for, or interacts with, but typically they will train and supervise less skilled personnel, and be responsible for the delivery of programmes and projects of all sizes and complexities, as well as communicating the results of the work internally and externally.

Typical job titles include:

Aerial investigation

Aerial investigation and mapping investigator

Archaeological investigator

Artefact specialist

Environment archaeologist

Finds officer

Finds supervisor

Geophysics supervisor

Heritage scientist

Mapping investigator

Materials scientist

Project officer

Entry requirements

While any entry requirements will be a matter for individual employers, candidates will typically have GCSEs (or equivalent) at A*- C (9-4) including maths and English and science. A-levels or BTECs (or equivalent) are desirable. However it would also be suitable for an undergraduate or someone with relevant work experience in a relevant field.

Occupation duties

DUTY	CRITERIA FOR MEASURING PERFORMANCE	KSBS
Duty 1 Plan, lead and conduct archaeological research and investigation programmes and tasks of all complexities and sizes, including creating Written Schemes of Investigation/ Research Designs for archaeological projects, and accessing and applying knowledge of primary and secondary data relevant to the project. Archaeological research and investigation may comprise surveys, excavation, post-excavation analysis and scientific analysis of archaeological materials and data, including electronic and spatial (such as GIS) data.	Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism.	K1 K2 K3 K4 K5 K7 K8 K9 S1 S2 S3 S5 S6 S7 S8 B1 B2 B3 B6 B7

DUTY

CRITERIA FOR MEASURING PERFORMANCE

KSBS

Duty 2 Make independent and authoritative identifications of archaeological materials or data in a specialist area, by applying advanced knowledge and understanding.

Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism.

K1 K2 K3 K4 K5
S1 S2 S3 S4
B1 B6

Duty 3 Provide specialist advice and resources to colleagues and external stakeholders, using specialist knowledge to address problems and plan tasks of all sizes and complexities.

Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism.

K1 K2 K3 K4 K5 K8 K9
S1 S2 S3 S5 S6
B4 B5

Duty 4 Apply current academic research, theoretical knowledge and research agendas to the relevant archaeological specialism, in order to solve problems, initiate change and develop archaeological research frameworks and agendas.

Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism.

K1 K2 K3 K4 K5 K6 K8
S1 S2 S3 S5 S8
B1 B3

Duty 5 Apply advanced practical skills and/or technical knowledge to a specialist archaeological area.

Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism.

K2 K4 K7 K8
S3 S4 S7
B1 B2 B3

Duty 6 Collect and record archaeological materials/ data, including electronic and spatial data, to high standards.

Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism.

K1 K2 K3 K4 K7 K8
S3 S4 S7
B1 B6 B7

Duty 7 Analyse archaeological materials/ data and synthesise and critically assess the results, evaluating their significance to sectoral knowledge.

Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism.

K1 K2 K3 K4 K5 K8
S2 S3 S5 S7 S8
B1 B2 B3 B6

Duty 8 Process, store and prepare archaeological materials/ data for long-term deposition.

Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism. Understand, and be able to meet, the standards required by relevant deposit organisations.

K2 K4 K7 K8 K9
S3 S4 S7
B1 B2 B3 B6

DUTY	CRITERIA FOR MEASURING PERFORMANCE	KSBS
Duty 9 Plan, produce, and supervise the production of, reports and publications to high standards.	Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism. Understand, and be able to meet, the requirements of commercial and academic publishers.	K1 K2 K3 K4 K5 K6 K8 K9 S1 S2 S3 S7 S8 B1 B3 B4
Duty 10 Communicate results of research and investigation to specialist and non-specialist audiences.	Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism. Satisfy the expectations of clients and members of the public.	K1 K2 K3 K6 K9 S6 S8 B4 B5
Duty 11 Be responsible for quality assurance for archaeological investigation and research projects of all sizes and complexities.	Meet professional criteria outlined in the Chartered Institute for Archaeologists' competency matrices (Member level) and Standards and Guidance pertaining to the relevant specialism. Comply with employers' quality assurance procedures.	K1 K2 K4 K6 K7 K8 S7 B1 B4 B6
Duty 12 Be compliant, and where necessary responsible for, health and safety for archaeological research and investigation programmes, including where specialist knowledge is required.	Meet professional Standards and Guidance and Codes of Conduct published by the Chartered Institute for Archaeologists and other relevant professional and statutory bodies. Be compliant with employers' health and safety policies and procedures, undertake relevant training courses, meet the requirements of the Construction Skills Certification Scheme and other industry requirements where relevant to the specialism (e.g. working with radiation, asbestos, chemical hazards etc).	K4 K7 S7 B2 B7
Duty 13 Supervise and train others in archaeological research and investigation.	Meet professional Standards and Guidance and Codes of Conduct published by the Chartered Institute for Archaeologists and other relevant professional and statutory bodies.	K1 K2 K3 K4 K7 K8 K9 S9 B4 B5 B6 B7

DUTY	CRITERIA FOR MEASURING PERFORMANCE	KSBS
Duty 14 Maintain their own, and others, compliance with legislation and codes of practice relevant to the archaeological specialism.	Meet professional Standards and Guidance and Codes of Conduct pertaining to the relevant specialism published by the Chartered Institute for Archaeologists and other relevant professional and statutory bodies. Understand, and be able to apply, the legislation relevant to the specialism (e.g. legislation pertaining to human remains, treasure, copyright, metal theft).	K2 K3 K4 K7 K8 K9 S4 S6 S7 S9 B1 B2 B6
Duty 15 Contribute to and initiate advances in Historic Environment body of knowledge and practice, including participation in specialist networks and peer groups.		K1 K2 K3 K4 K5 K6 K8 K9 S1 S2 S3 S4 S5 S6 S7 S8 S9 B1 B3 B4 B5

KSBS

Knowledge

- K1:** How to recognise and understand archaeological site types, periods, artefacts and ecofacts and site formation processes.
- K2:** Methods of archaeological investigation, how and why archaeological materials/ data are recovered
- K3:** Relevant primary and secondary data and sources relating to Archaeology
- K4:** Understanding of how established techniques and methodologies can be practically employed in the research area of their specialism, and how they are used to create and interpret knowledge.
- K5:** Critical awareness of current academic research within the specialism, and regional, national and international research agendas
- K6:** Requirements of formal publication, including standards for writing, editing and style
- K7:** Fundamentals of relevant Health and Safety legislation and their employer's Health and Safety Policy and Procedures and operational procedures.
- K8:** Legal requirements, professional standards, relevant procedures and guidelines relevant to archaeological investigation and the processing, publication and storage of data and materials
- K9:** Roles of clients, stakeholders and project team members within an archaeological investigation and how to ensure effective relationships and communications between them

Skills

- S1:** Research, access and apply relevant primary and secondary data relating to Archaeology
- S2:** Contextualise and synthesise data and results within relevant frameworks.
- S3:** Maintain and develop reference materials and databases, categorising and classifying data, including electronic data, appropriately.
- S4:** Select, secure, check and calibrate suitable equipment and reference resources
- S5:** Evaluate the relevance of research methodologies, techniques and background information to the investigation in question
- S6:** Work effectively both independently and within a team

S7: Work accurately and efficiently to conduct work to high standards within defined project objectives

S8: Communicate clearly and effectively through written documentation

S9: Ability to employ supervisory techniques effectively

Behaviours

B1: Be receptive to feedback, commit to quality and continuous professional development, including independent learning.

B2: Know the limits of their own understanding, abilities and responsibilities, how to practice within them, and when and how to seek expert assistance

B3: Be capable of conceptual thought, independent decision-making and professional judgement in order to solve problems and plan and complete complex tasks

B4: Work effectively individually and as part of a team including professional collaboration and cross-disciplinary dialogue

B5: Be approachable and able to communicate with all levels of their own and other organisations, as well as the general public

B6: Apply an awareness of professional judgement and ethical behaviour. Be sensitive to and aware of the cultural, historic and spiritual context of objects and structures

B7: Take reasonable care for the health and safety of themselves and of others who may be affected by their acts or omissions at work

Qualifications

English & Maths

Apprentices without level 2 English and maths will need to achieve this level prior to taking the End-Point Assessment. For those with an education, health and care plan or a legacy statement, the apprenticeship's English and maths minimum requirement is Entry Level 3. A British Sign Language (BSL) qualification is an alternative to the English qualification for those whose primary language is BSL.

Other mandatory qualifications

An MA or MSc degree in an Archaeology or Archaeological Science subject

Level: 7 (non-integrated degree)

Professional recognition

This standard aligns with the following professional recognition:

- Chartered Institute for Archaeologists for Member

Additional details

Occupational Level:

7

Duration (months):

36

Review

This apprenticeship standard will be reviewed after three years

Find an apprenticeship

Postcode (optional)

Version log

VERSION	CHANGE DETAIL	EARLIEST START DATE	LATEST START DATE	LATEST END DATE
1.0	Approved for delivery	11/07/2019	Not set	Not set