

## **University of Massachusetts Amherst - Director of Archaeological Services - Deadline Extended**

About University of Massachusetts Amherst:

UMass Amherst is one of the major public research universities in America. Nestled in idyllic Amherst, Massachusetts, the campus is consistently ranked among the top public research universities in the nation, and offers a rich cultural environment in a rural setting close to major urban centers.

Job Description:

The University of Massachusetts Amherst invites applications for the position of Director of UMass Archaeological Services (UMAS). Under the general direction of the Chair of the Department of Anthropology, the Director of UMAS is a calendar year 75% Research faculty position. When funding permits, this position may also include options for undergraduate teaching and supervision of student internships, field schools, and research projects. Courses will be reimbursed at the standard rate on a per course basis.

The Director will serve as the Principal Investigator for contracts and grants awarded by outside sponsors through university grants and contracts administration, and for contracts with outside parties directly through the UMAS revenue operation, all in the area of cultural resource management and historic preservation in the Northeastern U.S. The Director develops, implements, and administers daily operations, supervises staff, and oversees finances, grants, and contracts, and personnel actions within UMAS. The Director is also responsible for the management of the revenue operation with the goal of ensuring a positive financial position. In this regard, the Director is expected to take an active role in client contract acquisition and retention for all grants and contracts.

We seek a candidate who will work closely with the Department of Anthropology faculty to help develop and promote the Department's academic programs, including but not limited to an accelerated master's degree in Community-Oriented Cultural Resource Management. The initial appointment will be for two years with possibility for renewal contingent on performance and funding.

Requirements:

- A PhD in anthropology, archaeology, or closely related field is required by time of appointment.
- A specialization or strong working knowledge in Northeast U.S. archaeology is preferred in order to perform as the Principal Investigator on the grants and contracts handled through UMAS.
- A minimum of five years of supervisory and administrative experience in the field of Cultural Resource Management is required.
- We seek candidates with (1) a knowledge of state and federal cultural resources legislation, (2) demonstrated experience in conducting and managing large-scale archaeological surveys and excavations, and in producing timely reports, (3) demonstrated experience in computer applications to large-scale archaeological research projects, including GIS, database development and data-management, (4) and demonstrated experience in sponsor and regulatory agency negotiation and outreach to stakeholders.

Additional Information:

Salary commensurate with qualifications and experience.

The University of Massachusetts is committed to a policy of equal opportunity without regard to race, color, religion, gender, gender identity or expression, age, sexual orientation, national origin, ancestry, disability, military status, or genetic information in employment, admission to and participation in academic programs, activities, and services, and the selection of vendors who provide services or products to the University. To fulfill that policy, the University of Massachusetts is further committed to a program of affirmative action to eliminate or mitigate artificial barriers and to increase opportunities for the recruitment and advancement of qualified minorities, women, persons with disabilities, and covered veterans. It is the policy of the University of Massachusetts to comply with the applicable federal and state statutes, rules, and regulations concerning equal opportunity and affirmative action.

The University of Massachusetts Amherst is the flagship campus of the 5-campus publicly funded UMass system. It is located in the Connecticut River Valley, 90 miles west of Boston and 180 miles northeast of New York City. UMass Amherst hosts nearly 20,000 undergraduate students and 4,200 graduate students, and nearly 1200 tenure system faculty. The Department of Anthropology has 18 faculty, 139 majors in the BA program and 82 graduate students working on MA and/or PhD programs.

Application Instructions:

Please submit a cover letter discussing qualifications, a CV, and the names of three referees, who will be solicited upon the submission of your application for their letters of recommendation, to <http://umass.interviewexchange.com/jobofferdetails.jsp?JOBID=80851>.

Inquiries about the position can be addressed to Thomas Leatherman, Chair Search Committee at [leatherman@anthro.umass.edu](mailto:leatherman@anthro.umass.edu).

Deadline for the review of applications has been extended to May 4th. Such review may continue until a suitable candidate pool has been identified. Letters and additional materials from selected candidates will be due within 2 weeks of receiving such a request.