**PA SHPO Archaeological Research Intern**

**Project Description:**

The Pennsylvania State Historic Preservation Office (PA SHPO) is in the early stages of developing a proactive archaeological survey program under the existing name: Pennsylvania Archaeological Site Survey (PASS). The purpose of this program will be: to expand and maintain our statewide inventory of recorded archaeological sites; to conduct archaeological survey under the Pennsylvania History Code (Pennsylvania Consolidated Statute, Title 37, Historical and Museums); to provide technical assistance about survey and cultural resource management (CRM) planning to other groups and agencies; and to work with new and existing partners to document Pennsylvania’s archaeological heritage. Pilot efforts have been underway since 2017 to conduct limited survey in public lands and incorporate archaeology into State Park CRM plans, and SHPO archaeologists continue to form partnerships with avocational archaeologists, volunteer groups, and universities to encourage site recordation.

The purpose of this internship is to research and analyze other statewide archaeological survey models to feed into a feasibility study and proposal for the future development of the Pennsylvania Archaeological Site Survey. Work will include: research, analysis, and writing; mapping and data entry in CRGIS; and participation in archaeological survey and outreach efforts as the schedule allows.

**Minimum Qualifications:**

Candidates must be currently enrolled in, or recently graduated from, a history, anthropology, archaeology, or historic preservation undergraduate or graduate program. Other requirements include completion of an accredited archaeological field school and strong research and writing skills. Familiarity with Pennsylvania archaeology or archaeological survey is preferred but not required.

**Work Tasks:**

1. Research, analyze, and summarize the results of the 1979-1982 PHMC Regional Survey Program.
   1. *Using the regional reports available at the PA SHPO, examine/tabulate various aspects of the survey program including: methodology, challenges, and results (sites recorded).*
   2. *Conduct data clean-up in the CRGIS, as needed, to link archaeological sites recorded through this program with the associated reports.*
   3. *Identify other historical documents related to the creation of this program in the manuscript collection held by the State Museum of PA, Section of Archaeology.*
   4. *If possible, identify other institutions that may have reports which are missing from the SHPO files*
   5. *Prepare a summary paper evaluating the program. Include any recommendations from this model that could be applied in Pennsylvania.*
2. Research, analyze, and summarize archaeological survey programs in other states, as well as other survey programs that have existed in Pennsylvania (i.e. CAP, PHAST).
   1. *Explore, document, and compare several aspects of these programs, including: organization, type of work conducted, partnerships and inclusion of non-professional archaeologists, legal framework, staff size, and funding.*
   2. *Information can be obtained through websites, talking to PHMC and PennDOT archaeologists, and contacting archaeologists in other states.*
   3. *Incorporating information from Task 1, prepare a brief report that describes the results of the overall study, including a table that summarizes each program. Include observations and recommendations that can be applied in Pennsylvania.*

**Other Opportunities:**

* Assist archaeology staff with survey and outreach trips as schedules allow
* Complete PASS record preparation and GIS mapping related to survey and outreach efforts as needed
* Attend archaeology determination of eligibility meetings
* Participate in PennDOT Cultural Resource Management Intern Seminars

**Position Information:**

This position is a contract-based internship hosted by the Pennsylvania Heritage Foundation (PHF). Work will take place at the PA SHPO in Harrisburg, a bureau of the Pennsylvania Historical and Museum Commission (PHMC). The project is slated for 10 weeks of full-time work at 37.5 hours per week, not to exceed 375 hours. The pay rate is $12.26 per hour and will be paid bi-weekly according to the PHF pay schedule. The contract may start as early as April 1 and last until September 30. Start and end dates will be established during the contracting process.

Contractors are responsible for payment of all taxes, including Federal, State, and local taxes relating to the contracted work. In addition, contractors must pay for a background check and a State ID badge, and further instructions will be provided as part of the contracting process.

**How to Apply:**

Please send a resume/vitae and a cover letter via e-mail to Hannah Harvey at [hharvey@pa.gov](mailto:hharvey@pa.gov). Include your estimated start date availability in your cover letter. Applications must be received by 4:30 PM on Friday, March 8, 2019.