

---

## PA SHPO Archaeological Research Intern

### Project Description:

The Pennsylvania State Historic Preservation Office (PA SHPO) is expanding the activities of the Pennsylvania Archaeological Site Survey (PASS), which serves as Pennsylvania's official inventory of recorded archaeological sites. Program activities include: expanding the site inventory through proactive survey; raising awareness about site recording and archaeology among various groups and agencies; and working with new and existing partners to document Pennsylvania's archaeological heritage.

The purpose of this internship is to support ongoing activities conducted by the PASS program and to continue to explore options for the future growth of the program. Work will include: research, analysis, and writing; adding archaeological site data to CRGIS; and participating in archaeological site visits and outreach opportunities.

### Summer Projects:

1. Research, analyze, and summarize the history of the 1979-1982 PHMC Regional Survey Program and serve as co-author of an article on this topic.
2. Complete a field visit and site update for the Broomall Rockshelter in Delaware County.
3. Add archaeological site information to the PASS files from a variety of sources, including collections curated by the State Museum of Pennsylvania and articles from the journal *Pennsylvania Archaeologist*.
4. Conduct site visits with SHPO staff archaeologists.

### Other Opportunities Include:

- Assist archaeology staff with outreach trips as opportunities arise.
- Data clean-up within the PASS files.
- 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 12 weeks of full-time work at 37.5 hours per week, not to exceed 450 hours. The pay rate is \$16.66 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.

**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, archaeological survey, or GIS is preferred but not required.

**How to Apply:**

Please send a cover letter, resume/vitae, and a 2-page writing sample 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 Friday, February 14, 2020.