



Archaeological Investigations Northwest, Inc.

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POSITION ANNOUNCEMENT

SUPERVISING ARCHAEOLOGIST ASSISTANT PROJECT MANAGER/SUPERVISING ARCHAEOLOGIST

AINW has openings for two professional archaeologist positions. These are for a Supervising Archaeologist and for an Assistant Project Manager/Supervising Archaeologist. Both are full-time, regular positions to be based at our Portland, Oregon, office. The positions may require frequent travel to projects throughout the Pacific Northwest, including work in Oregon, Washington, and neighboring states.

Both positions require the successful candidate to be professionally qualified in archaeology per the Secretary of the Interior's Standards and Guidelines. Minimum requirements include a M.A. or M.S. degree in anthropology or closely related field, and 3 to 5 years of archaeological experience. The assistant project manager position requires previous supervision of field personnel. Successful candidates will also have strong scientific writing skills and the ability to collaborate and work with other staff to prepare professional reports. Both positions require working cooperatively with managers, technical staff, and administrative staff.

Familiarity with cultural resource management laws and regulations and knowledge of Pacific Northwest archaeology, history, and geography are strongly desired. Candidates must be able to obtain archaeology permits issued by Oregon and Washington.

AINW has been in business for 31 years and our personnel encompass a full range of cultural resource disciplines and specialties. AINW actively works towards sustainability and diversity, and contributes to our community. AINW supports the professional development, health, and safety of our employees.

For more information and to apply, please contact AINW at <https://ainw.com/employment>. If you are interested in applying for one of these positions, please send a letter of interest and availability and a current resume/vita that provides information about your capabilities and employment experience to jobinfo@ainw.com. We encourage applicants to describe the area of their specialization and interest. If you would like additional information, you may contact AINW via e-mail at jobinfo@ainw.com. AINW's website can provide information about the firm: <https://www.ainw.com>.

A supervising archaeologist is expected to manage and supervise field crews and collect, analyze, and interpret field and laboratory data under the direction of senior staff. As much as half of the time may be spent performing fieldwork.

In addition to experience and skills in artifact identification and in field survey and excavation techniques, clear written and verbal communication is essential. The ideal candidate will also have skills in using GPS, EDM (total station), and GIS software. Experience and competency in historical archaeology is sought but not required.

This Assistant Project Manager/Supervising Archaeologist position includes some project management responsibilities, in addition to the Supervising Archaeologist duties. The successful candidate will have demonstrated competency in effectively managing field crews and the logistics associated with successfully conducting most of the tasks for archaeological field work and research. Also, the position requires the ability to anticipate future needs to bring a project to successful conclusion, and to have the soft skills necessary to work well with clients and staff.

A valid driver's license is necessary. The individual must not have driving record violations that would disallow coverage for business auto insurance.

Candidates who bring a diversity of experience and viewpoint to the job are encouraged to apply.

Partial remote work is expected as we minimize the risk of COVID-19 transmission.

There is no closing date on these positions. The positions will be filled when the appropriate candidates have been selected, so we encourage those interested to respond as soon as possible.

AINW is an Equal Opportunity Employer.

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or veteran status.