JOB ANNOUNCEMENT: Tonto National Monument Cultural Resource Database Specialist

Title: Cultural Resource Database Specialist for Tonto National Monument
Location: Arizona preferred, negotiable, can work remotely
Duration: 1–2 years (full- and halftime options)
Annual Salary: $53,000 (fulltime 1-year), $26,500 (halftime 2-years)
Classification: Exempt, reporting to the Southern Arizona Office of the National Park Service and Archaeology Southwest
Application Deadline: November 1, 2023
Position Start Date: January 2024
Benefits:
Fulltime option: Paid Time Off (200 hours), health insurance, vision plan, optional dental plan (50% subsidized), 401k plan with 20% employer match, life insurance, short-term and long-term disability insurance.
Part time option: Paid Time Off (1 hour per 30 hours worked), 401k plan with 20% employer match (after 1,000 hours of work within first 12 months).

Performance Goals
- Using the Tonto National Monument site assessment and monitoring plan as model, crosswalk cultural resource monitoring and assessment data, National Register status, and other pertinent management information between Cultural Resources and Facilities Management databases in the Inter-Mountain Region (IMR; Regions 6, 7, and 8) of the National Park Service. This will allow for more effective and efficient documentation and management of cultural resources
- Work with National Park Service (NPS) and Archaeology Southwest (ASW) staff to standardize cultural resource monitoring and assessment plans for a select group of parks and monuments in the IMR, especially related to fire impact, flooding and stabilization of properties
- Assess quality and recommend integration procedures for management data within this group of parks and monuments as a proof of concept that can be potentially expanded to other units in the NPS

Project Description
This project builds upon management strategies for archeological sites impacted by the Woodbury Fire at Tonto National Monument. The success of these strategies suggests that they can be implemented in other parks and monuments in the IMR, especially those managed by the Southern Arizona Office, to help document, treat, and protect fragile cultural resources threatened by adverse impacts caused by fire, flooding, and stabilization. However, mechanisms for implementing data management strategies in other parks and monuments are currently untested. One of the major issues encountered is that the various cultural resource databases among these units, if they exist, are not standardized, leading to inconsistencies in how information on site condition, location and treatment histories are documented. This position will use the site assessment and monitoring plan

developed for Tonto National Monument to assess data quality and recommend procedures for database integration for a select group of parks and monuments in the IMR as a proof of concept. The ultimate goal will be to expand this database to include other units in the IMR.

Work will focus on Tonto National Monument datasets, but the individual will also work with IMR regional staff to investigate workable strategies more broadly. This fulfills the original public purpose of the project to improve post fire treatments across the profession as well as increase public awareness, knowledge, and support for historic preservation and the stewardship of archaeological resources at Tonto National Monument and across the Southwest.

Because the vast majority of the work is related to database management the position is flexible in terms of physical location and much of the work can be accomplished remotely in areas with reliable internet access. However, travel to relevant units (e.g., Tonto National Monument) in the National Park Service may be required, especially within Arizona.

The selected individual will be an employee of Archaeology Southwest and report regularly to Dr. Jeffery Clark. This individual will work closely with personnel from the National Park Service at Tonto National Monument, the Southern Arizona Office, and the IMR in general.

About Archaeology Southwest
Archaeology Southwest practices a holistic, conservation-based approach to exploring and protecting heritage places and landscapes. Archaeology Southwest is committed to respectfully engaging with Native American Tribal governments and communities. In our workplace and activities, we strive for inclusion across race, gender, age, religion, and identity. For more information, please visit https://www.archaeologysouthwest.org.

Qualifications:

- MA degree or MA candidate in Archaeology
- Proven database creation and management skills, especially Microsoft Access
- Communication, research, and task-management skills
- Basic technical skills and general proficiency in the use of computers
- Ability to work independently with limited supervision

Applicants can contact Jeffery Clark (jclark@archaeologysouthwest.org) with any questions about this position. Applications are due by November 1, 2023, with a projected start date of January 2024.

To apply: Applicants should provide the following:
1) Résumé
2) Contact information for three personal or professional references, and
3) Cover letter that highlights relevant archaeological and database experience, and briefly discusses why the candidate would be a good fit for this position.

Applications are to be submitted by email to Linda Pierce (lpierce@archaeologysouthwest.org) by November 1, 2023.