

Hourly Cultural Resources Technician Joint Base McGuire-Dix- Lakehurst, New Jersey



POSITION

One Cultural Resources Technician (Seasonal Worker, Full-time hourly, 40 hours/week) position is available with the Colorado State University (CSU) Center for Environmental Management of Military Lands (CEMML). This internship will provide support to the cultural resources program at Joint Base McGuire-Dix-Lakehurst (JBMDL). The intent of this position is to provide the successful applicant with exposure to careers in military lands management and cultural resources work experience. The tasks associated with this position will provide excellent training and experience to anyone interested in a career in archaeology, cultural resources management, history, architectural history, or historic preservation, along with firsthand experience with the techniques and regulations used on military lands. Military affiliation is **not** required to apply for this position.

ORGANIZATION

CEMML

CEMML is a research, education, and service unit within the Warner College of Natural Resources at CSU. CEMML applies the latest and most appropriate science to promote the sustainable management of natural and cultural resources on Department of Defense (DoD) and other public lands. We provide technical support, conduct applied research, and offer career development and learning opportunities to support resource stewardship. We collaborate with our sponsors and other CSU departments to resolve complex environmental issues, leaving a legacy of science-based decisions that sustain our resources for future generations.

To learn more about CEMML's contributions to land management, our mission, vision, and values, please visit <http://www.cemml.colostate.edu/>.

Position Duty Station: Joint Base McGuire-Dix-Lakehurst, New Jersey

JBMDL is a United States military installation that encompasses 41,776 acres that is spread across Burlington and Ocean Counties, New Jersey. JBMDL is home to the 87th Air Base Wing and various other units, which are tasked with receiving, training, and equipping Department of Defense personnel for global combat operations. The JBMDL cultural resources program is operated by the 787 Civil Engineer Squadron, which is responsible for managing and identifying all cultural resources and historical sites that can be found on the installation while also ensuring compliance with all applicable federal, state, and local regulations. Overall, this program is currently responsible for the management, study, and preservation of one National Historic Landmark, two National Register properties, three eligible districts, and several archaeological sites.

To learn more about JBMDL and its mission, visit <https://www.jbmdl.jb.mil/>.

RESPONSIBILITIES

The Cultural Resources Technician will support to JBMDL cultural resources management program and be responsible for scanning, digitizing, and inputting data and historic imagery into JBMDL databases and GIS. The intern will conduct fieldwork to gather baseline data and photograph up to 152 archaeological sites, and then link those records within relational databases and GIS.

MINIMUM QUALIFICATIONS

- Must be able to stand and walk for extended periods of time under varying weather conditions, for up to eight hours per day.
- Currently enrolled or recent graduate (within the past three years) of a Graduate Degree program in archaeology, cultural resources management, anthropology, historic preservation, environmental sciences, or a related field
- Demonstrated archaeology practicum experience
- Experience using shapefiles with ArcGIS or Esri software
- Proficiency with Microsoft Office Suite
- Must have a valid driver's license to operate federal vehicles
- Must be able to pass a federal background investigation to obtain a Department of Defense Installation Access Pass
- The successful candidate must demonstrate U.S. employment eligibility; CEMML will not provide visa sponsorship for this position

DESIRABLE QUALIFICATIONS

- Experience using a digital single-lens reflex (DSLR) camera
- MS Access or other comparable database management experience
- Experience scanning and digitizing historic records
- Strong independent research skills, including experience with archives
- Ability to work independently and as part of a team
- Strong attention to detail

PAY RATE

Pay rate is \$16/hour and the work period will not exceed 100 working days or 800 hours.

EMPLOYEE BENEFITS:

Employee Benefit information can be found on HR's Website at <https://hr.colostate.edu/wp-content/uploads/sites/25/2021/02/benefits-summary-hourly.pdf> and <https://hr.colostate.edu/current-employees/benefits/>.

APPLICATION

Email each of the items listed below individually as a Word Document (.doc) or PDF (.pdf) to CEMML_AF_Seasonal@mail.colostate.edu and include "JBMDL" in the subject line. Applications will be accepted until the position is filled. Please remove social security numbers and birthdates from application materials. Please note that incomplete applications cannot be considered; a complete application consists of the following items.

- 1) Statement of Qualifications (a letter addressing each qualification described in the announcement)

2) Resume

3) Contact information for three professional references, including at least one past/present work supervisor. (References will not be contacted without prior notification of candidates)

BACKGROUND CHECK

Colorado State University is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search and motor vehicle history.

Beginning Monday, August 16, 2021, CSU has mandated vaccinations against COVID-19. Faculty and staff are required to submit their vaccine status or declare an exemption. More information about the vaccination mandate can be found on the CSU COVID-19 Information & Resources site at: <https://covid.colostate.edu/>.

Colorado State University is committed to providing an environment that is free from discrimination and harassment based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity/expression, or pregnancy in its employment, programs, services and activities, and admissions, and, in certain circumstances, marriage to a co-worker. The University will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. Colorado State University is an equal opportunity and equal access institution and affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and Colorado State laws, regulations, and executive orders regarding non-discrimination and affirmative action. The Office of Equal Opportunity is located in 101 Student Services.

The Title IX Coordinator is the Director of the Office of Title IX Programs and Gender Equity, 123 Student Services Building, Fort Collins, CO 80523-0160, (970) 491-1715, titleix@colostate.edu.

The Section 504 and ADA Coordinator is the Director of the Office of Equal Opportunity, 101 Student Services Building, Fort Collins, CO 80523-0160, (970) 491-5836, oeo@colostate.edu.

The Coordinator for any other forms of misconduct prohibited by the University's Policy on Discrimination and Harassment is the Vice President for Equity, Equal Opportunity and Title IX, 101 Student Services Building, Fort Collins, Co. 80523-0160, (970) 491-5836, oeo@colostate.edu.

Any person may report sex discrimination under Title IX to the Office of Civil Rights, Department of Education.

See a complete listing of open CEMML positions at <http://www.cemml.colostate.edu>.