

# Cultural Resources Technician (Hourly) Hill Air Force Base, Utah



Center for  
Environmental  
Management  
MILITARY LANDS  
COLORADO STATE UNIVERSITY

## POSITION

A Cultural Resources Technician (Seasonal Worker, Full-time, 40 hours/week) position is available with the Colorado State University (CSU) Center for Environmental Management of Military Lands (CEMML). This position will provide entry-level training and experience on a range of cultural resource projects supporting the Cultural Resources Program at Hill Air Force Base, Utah. 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: Hill Air Force Base, Utah

Hill Air Force Base (AFB) is located between Ogden and Salt Lake City. The area is known for year-round activities, including skiing, hiking, boating, extreme sports, fishing and hunting, with four distinct seasons, low humidity and moderate snow fall in the valley. From Hobson House and the historic railroad shop on Hill AFB to archaeological sites on the Utah Test and Training Range (UTTR), the Cultural Resources Program at Hill AFB manages resources on nearly one million acres of land in locations that span three states, including Utah, Wyoming, and Nevada. The Air Force has a dual mission of maintaining national defense while protecting historic buildings, archaeological sites, artifacts, and other resources that are important to our national heritage as required by federal law.

## RESPONSIBILITIES

The Cultural Resources Technician will provide support to Hill AFB's Cultural Resources Program and shall include a combination of fieldwork and office tasks. Position duties may include updates to management planning documents, online cultural resource training modules, and Standard Operating Procedures (SOPs). The technician may also have the opportunity to work with Hill AFB cultural resources personnel to develop: ESRI Story Maps, agreement documents, and other materials as needed. The position will provide general support to the Cultural Resources Program by reviewing reports, drafting correspondence to consulting parties (SHPO, Tribal parties, etc.), and participate in survey projects on the UTTR.

Required vehicle and safety training will be provided.

## **MINIMUM QUALIFICATIONS**

- Currently enrolled or recent graduate (within the past three years) of a Graduate Degree program in cultural resources management, archaeology, architectural history, historic preservation, history, or a related field
- Fluent with MS Office programs
- Must have a valid driver's license to operate federal vehicles, including cars and off-road vehicles
- The successful candidate must be able to walk over uneven terrain and work in inclement weather on occasion.
- Must be able to pass a federal background investigation to obtain a DoD Installation Access Pass
- The successful candidate must demonstrate U.S. employment eligibility; CEMML will not provide visa sponsorship for this position.

## **DESIRABLE QUALIFICATIONS**

- Ability to work independently and as part of a team
- Solid research, technical writing, and communication skills
- 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](mailto:CEMML_AF_Seasonal@mail.colostate.edu) and be sure to put "Hill AFB" in the subject line. Applications will be accepted until the position is filled. Please note that incomplete applications cannot be considered. Please remove social security numbers and birthdates from application materials. 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 at least three (3) professional references

## **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](mailto: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](mailto: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](mailto: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>.