

ROLE DESCRIPTION: MA Junior Consultant

Job Summary: Maritime Archaeology is currently looking to recruit a Junior Consultant to work on a number of development lead projects including offshore, inshore and coastal. This role will primarily be engaged in project delivery but may also involve supporting other projects and activities associated with the Maritime Archaeology Trust when required.

The MA consultant will have a broad understanding of the issues and research being conducted in the UK, will be enthusiastic and self-motivated, capable of independent working delivered to a high standard. The employee will be a key member within a small team, responsible to Christin Heamagi, Senior Consultant and Geoarchaeology Specialist, in day-to-day activities. MA Business Development Manager, Brandon Mason, is also available to support this role and to respond to any queries or concerns that may arise.

Location: The post will be based at Maritime Archaeology's offices in Queens Terrace, Southampton. Some hybrid-working would be considered, but there will be a requirement to be in the office several days a week, although the exact number may vary. Some travel, with potential overnight stays could be required.

Hours: 37.5 Hours per week, with flexibility for weekend and evening working when required.

Annual Leave: 20 days per annum (plus bank holidays).

Contract term: fixed for One year with annual performance review.

Salary: 21,500 - 22,500 (depending on experience), with the potential for an increase after 3 months.

Key Responsibilities

You will be required to undertake a wide range of projects and be involved with stakeholder engagement and liaison, the production of content for Desk-based Assessments, Written Schemes of Investigations and impact assessments as part of Environmental Statement processes.

You will be working with other Maritime Archaeology staff to undertake and deliver tasks that are likely to include:

- Archaeological interpretation of geophysical data;
- Archaeological interpretation of geotechnical data;
- Production of written reports and documents;
- Preparation and presentation during client and stakeholder meetings;
- Production of illustrations using ArcGIS Pro; and
- Fieldwork and subsequent reporting.

Key Skills:

- Must be capable of taking responsibility for the successful organisation and delivery of project elements;
- Excellent written and spoken communication skills including proven report writing ability;
- Attention to detail;
- Ability to work on own initiative;
- Ability to meet set deadlines; and
- Good understanding of MS Office and GIS software.

Essential Criteria

- Degree in archaeology or maritime archaeology;
- General understanding of the National Infrastructure Planning process (Planning Act 2008) for offshore developments in the UK;
- Experience of producing Desk Based Assessments and other reports;

- Excellent written English and communication skills;
- Excellent interpersonal skills;
- Highly motivated with ability to work on own initiative independently as well as part of a team;
- Right to work in the UK; and
- Good ICT skills.

Desirable Criteria

- Experience of assessment, interpretation and reporting on geophysical and geotechnical data for archaeological purposes;
- Experience of client liaison;
- Experience of using digital 3D modelling software (or willing to undertake training);
- Membership of the Chartered Institute of Archaeologists and/or other appropriate interest group; and
- Clean driving licence valid in the UK.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization, including the parent charity, the Maritime Archaeology Trust.