



Title: Staff Archeologist (Level TBD)

Firm: Cox|McLain Environmental Consulting, Inc. (CMEC)

Location: Tulsa, OK

Job Description: CMEC, a small, woman-owned environmental and cultural resources firm headquartered in Austin, is seeking an energetic, self-motivated, team-oriented, and resourceful staff archeologist (Project Archeologist/Principal Investigator depending on qualifications) to join our team. Duties may include—but are not limited to—conducting archival research; recording archeological and historic resources in the field independently; supporting client, resource agency, and landowner/land agent coordination; preparing and supporting the preparation of documents such as background studies, agency coordination letters, National Historic Preservation Act (NHPA) Section 106 consultation, National Environmental Policy Act (NEPA) sections, and technical reports; curating archeological materials and field records at state and federal repositories; supervising technicians; providing direction in field protocols and safety considerations; performing real-time quality control on project documentation; and other tasks assigned by archeological and historic resources senior leadership and CMEC Principals for projects in Oklahoma, Texas, and surrounding states. This position will require a major commitment to the field. It will also require the ability to work in difficult conditions (e.g., remote locations, summer heat, rough terrain) as well as bending, stooping, carrying field equipment, standing, and walking for extended periods of time, and making visual and tactile distinctions using color, texture, moisture content, depth, and distance.



Downtown Tulsa. CMEC's office is in the historic National Bank of Tulsa building on the left. Ninety years ago it was the tallest building in Oklahoma.

Compensation will include a competitive salary and benefits package (health insurance, paid time off, profit sharing, etc.). For the right candidate, relocation assistance may also be available.

Qualifications: Essential Qualifications:



- Completion of recognized archeological field school
- 2+ years of archeological field experience, preferably in cultural resources management consulting or with a relevant agency
- Excellent written and verbal communication skills
- Ability to get along with a diverse, multidisciplinary team
- Excellent time-management skills to deal with overlapping deadlines
- Experience with relevant agency datasets (e.g., Texas Archeological Sites Atlas, Oklahoma Archeological Survey site files, USGS geologic maps, NRCS soil data)



Ideal Qualifications include all the above, plus any of the following:

- Graduate degree in archeology, anthropology, history, historic preservation, or a closely related field
- Permitted by BLM
- Previous experience with staff supervision, scoping, budgeting, and proposals
- RPA designation
- Previous state DOT project experience
- Experience with a range of Global Positioning System (GPS) equipment
- Experience with tablet applications and resource databases (iPad, ArcCollector, Filemaker Pro)
- Experience with geophysical survey or geoarcheological assessments
- Experience with drone photography and digital photogrammetry (e.g., Structure from Motion)
- Specialized analytical expertise (bioarcheology, geoarcheology, ceramics, lithics, fauna, etc.)
- Working knowledge of the National Register, including eligibility criteria and aspects of integrity



If you are interested in a challenging and rewarding opportunity with a growing firm, please e-mail a short sample of original writing (e.g., an extract from a consulting report, honors or degree thesis, or research paper), cover letter, resume, and contact information for three references (all documents in PDF or MS Word format) to jobs [AT] coxmclain.com. CMEC is an Equal Opportunity Employer.

Website: www.coxmclain.com

Contact: jobs [AT] coxmclain.com (please include "Staff Archeologist -- Tulsa" in the subject line)