

# EXCAVATION DIRECTORS ASSESSMENT CRITERIA

## BASIC QUALIFICATIONS/EXPERIENCE

Excavation Directors must be able to meet **all** the following requirements.

1. A tertiary honours (or Masters/PhD) degree or graduate diploma in archaeology or a related discipline **and** three years professional experience\* in historical archaeology or a related archaeological field.

OR

A tertiary pass degree with subjects in archaeology or a related discipline **and** four years professional experience in historical archaeology or a related archaeological field.

OR

Full membership of the Australian Association of Consulting Archaeologists.

2. A demonstrated understanding of NSW heritage legislation, assessment criteria and relevant archaeological guidelines/best practice methods and standards.
3. Demonstrated experience in the investigation of historical archaeological sites, project management and preparing written archaeological assessments/site management recommendations.
4. Ability to demonstrate that work under any approvals previously granted by the Heritage Council has been completed in accordance with the conditions of that approval and the final report has been submitted to the Heritage Office.

*\*Professional experience is considered to be work as a sub-consultant or consultant, including private consultancy and/or permanent or temporary government employment and/or research based experience.*

All professionals/practitioners wishing to act as an Excavation Director must submit a written statement to the Heritage Office addressing their ability to meet the basic criteria above.

Each application will then be addressed on a case by case basis according to the following criteria matrix of historical archaeological fieldwork experience.

## HISTORICAL ARCHAEOLOGICAL FIELDWORK EXPERIENCE CRITERIA

	<b>Local Significance</b>	<b>State Significance*</b>
<b>Test Excavation</b>	<ul style="list-style-type: none"> <li>• Demonstrated understanding of the meaning (date, type, common application in the past) of basic fabric types likely to be encountered;</li> <li>• Demonstrated ability to recognise and interpret taphonomic processes and their meaning;</li> <li>• Recognises their limitations re the above;</li> <li>• Demonstrated ability to complete adequate recording of stratigraphy, soils, features etc. can proceed without re-excavation of previous trenches;</li> </ul> <p style="text-align: center;">and</p> <ul style="list-style-type: none"> <li>• Demonstrated ability to prepare a report that clearly identifies what was done, why, what new information was recovered and what it means.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrated ability to manage/work within a multi-faceted team of heritage professionals;</li> </ul> <p style="text-align: center;">and</p> <ul style="list-style-type: none"> <li>• Demonstrated commitment to operating within the principles outlined in the Heritage Council's policy on <i>Managing Change</i></li> </ul>
<b>Monitoring</b>	<p>All the requirements listed for "Test Excavation", above,</p> <p>and</p> <ul style="list-style-type: none"> <li>• Previous experience with and demonstrated understanding of how to use a machine excavator effectively and safely;</li> </ul> <p style="text-align: center;">and</p> <ul style="list-style-type: none"> <li>• Demonstrated ability to understand when it is necessary to change from machine to manual investigation.</li> </ul>	<p>All the requirements listed for "Test Excavation", above.</p>

\* Please note, "State Significance" includes items listed on the State Heritage Register and non-listed sites identified as State significant or potentially State significant. The criteria listed for State significant sites are in addition to those listed for the equivalent work on locally significant sites.

	<b>Local Significance</b>	<b>State Significance*</b>
<b>Open Area Excavation</b>	<ul style="list-style-type: none"> <li>• Has been the sole Excavation Director for more than five test excavation or monitoring permits and can demonstrate that these projects have been completed in accordance with the permit consent conditions;</li> <li>• Demonstrated excavation experience as an Area Supervisor on at least three sites subject to open area excavation;</li> <li>• Demonstrated experience and/or clear evidence of a capacity to: <ul style="list-style-type: none"> <li>(a) manage project timeframes, budgets, clients requirements; as well as</li> <li>(b) manage community interest/Public Relations issues;</li> </ul> </li> </ul> <p>and</p> <ul style="list-style-type: none"> <li>• Demonstrated capability to synthesise excavation and post excavation analysis/historical research into a report that responds to identified research questions and makes a positive contribution to community understanding of the history and significance of the place.</li> </ul>	<p>All the requirements listed for “Test Excavation” (see previous page),</p> <p>and</p> <ul style="list-style-type: none"> <li>• A clear understanding of the significance and archaeological potential of sites of State significance and of the potential loss of information that can be incurred by application of less than best practice and/or rigorous methods both on-site and during preparation off site (including reviews of the site assessment).</li> </ul>

**\* Please note, “State Significance” includes items listed on the State Heritage Register and non-listed sites identified as State significant or potentially State significant. The criteria listed for State significant sites are in addition to those listed for the equivalent work on locally significant sites.**

Where necessary referees will be used to substantiate any information provided.

If a practitioner cannot meet all the required criteria and still wishes to undertake the proposed work, they can (with the agreement of their client) nominate a Co-Director who does meet the required criteria. The Heritage Office will have the discretion to consider special cases that do not meet the criteria and will if necessary refer the application to the Heritage Council Archaeology Advisory Panel.