# £23,000-£26,800 p/a (depending on experience)

SOLSTICE

We are looking for committed heritage professionals to be an integral part of our future.

- Would you like to be part of a small but highly-capable and successful team, having a key role in a young and fast-growing company?
- Do you enjoy the challenge of delivering high-quality work within the heritage sector?
- Do you want to be an active part of a happy, supportive and respectful working environment?

Due to an exciting array of new projects, we have a number of roles for people with experience from Senior Site Assistant to Project Officer or equivalent level (BAJR G3–5). If you are an early career professional with less experience, however, or someone at a more senior level keen to take on a new challenge, then we would still love to hear from you. We are more interested in creating a fulfilling and suitably remunerated role around the right, hard-working, enthusiastic and adaptable team player. We want you to tell us about what you can do, what skills and experience you can bring, and where you want to go.

This opportunity is suitable for someone looking to take on a challenge in the archaeological sector, who is interested in being part of a small but growing team where their input will be a major factor in how we develop as a business. It is envisioned that the roles will be based at our new North East office in the Tyne Valley west of Newcastle, though there is also the potential to be based at our head office near Northallerton, North Yorkshire. As project- and fieldwork-based roles, there will also be travel and away-working required. If you're happy to be flexible, however, then so are we.

## WHAT WE ARE LOOKING FOR

## Essential

- A first degree in archaeology or related heritage discipline, or equivalent sector experience
- Ideally, 2 years' experience (or more) of archaeological excavation and recording within a commercial or community project environment would be a strong advantage.
- Great communication skills (written and conversational) and demonstrable experience of report-writing
- Excellent organisational, time and self-management skills
- Ability to work as part of a team
- Ability to communicate effectively with a range of audiences
- Willingness to learn and develop
- Good working knowledge of standard office software
- UK driving licence and own transportation insured for work use

Things that might make you stand out

- Experience in field survey, historic buildings survey and/or consultancy, landscape or conservation management (please provide details)
- High level of knowledge and competence in software packages, particularly QGIS or Adobe Creative Cloud
- Experience in digital illustration
- Experience in outreach and public archaeology
- Experience in newer digital survey and recording techniques



- Experience on joined-up projects that included different aspects of historic environment work (e.g. consultancy including change to historic buildings and archaeology on the same site, delivering different types of training sessions as part of a community project).
- You have or are working towards CIfA membership at a suitable grade (we pay 100% of CIfA subscription fees once you start)

Don't worry if you haven't got experience in any of the above, but do please tell us about the particular skills and experiences that you think will make you stand out from the crowd.

### WHAT YOU WILL GET

- Competitive salary
- 33 days holiday (including statutory holidays and concessionary days at Christmas)
- Workplace pension scheme with 6% employer contributions
- Employee health plan
- Individual training and development, including support for BAJR skills passport for early career professionals, mentoring, performance review programme, personal development plan and paid CPD and training
- High standard of professional quality PPE and additional work clothing as standard, including genderspecific fittings
- Accommodation, subsistence and travel covered for away work.
- 100% of ClfA subscription fees
- Paid professional memberships for other key organisations
- Programme of social events through the course of the year

#### APPLYING

If you are interested in working for Solstice, you should submit the following via email to <u>careers@solsticeheritage.co.uk</u>

- A detailed and up-to-date c.v.
- A cover letter or statement outlining your particular skills and experience which you think would be important to the Solstice team, and what your aims and ambitions are within heritage and archaeology.
- Contact details for two referees (if not already included in your c.v.). Referees will not be approached without your permission.

Applications need to be with us by 5pm on Friday 7<sup>th</sup> May 2021, with interviews to be held in the week starting 10<sup>th</sup> May 2021. If you would like any further information on this post, please contact Jim Brightman or Chris Scott for an informal discussion on 0845 528 1042 or at enquiries@solsticeheritage.co.uk. Your enquiry will be treated in confidence.

Solstice Heritage LLP is an equal opportunities employer.

