



Department of  
**Environment &  
Conservation**



**Tennessee Department of Environment and Conservation**  
**Tennessee State Archaeologist**

<https://www.tn.gov/environment/program-areas/arch-archaeology.html>

**Annual Salary Range: \$69,588 – \$125,232**

**About the Tennessee Department of Environment and Conservation (TDEC)**

The department is responsible for:

- Safeguarding the health and safety of Tennessee citizens from environmental hazards,
- Protecting and improving the quality of Tennessee's land, air, and water, and
- Managing the system of 56 Tennessee State Parks and 85 Natural Areas

**Summary & Distinguishing Features**

Tennessee Division of Archaeology, Bureau of Parks and Conservation, anticipates hiring a full-time State Archaeologist who will provide direct oversight to the Department's Division of Archaeology. The Tennessee Division of Archaeology maintains the state's archaeological files, works with other agencies to protect and manage archaeological sites on public lands, surveys and records archaeological sites, guides the state's archaeological site protection and preservation, and conducts archaeological research. Based in Nashville, this position is an Executive Service position and will require some overnight travel.

**Duties and Essential Functions**

- Manage a staff of nine archaeologists and a wide range of programs and responsibilities including Site Files, Federal Programs, State Programs, and Technical Assistance.
- Oversee hiring, performance planning, and performance reviews.
- Provide state agencies with guidance and technical advice on archaeological issues.
- Manage an approximately \$1 million budget including grant reimbursements.
- Serve as contact for NAGPRA (Native American Graves Protection and Repatriation Act) cases including managing repatriation requests and tribal consultations.
- Oversee the archaeological databases and GIS files related to NAGPRA inventory, archaeological collections, federal and state projects, permits, and reports.
- Provide oversight of state archaeological collections, primarily located at Pinson Mounds State Archaeological Park.
- With staff, respond to calls related to burial disturbances (both prehistoric and historic) as well as emergency archaeological discoveries.
- Oversee permitting of archaeological work on state-owned or controlled lands.
- Organize Tennessee Archaeological Advisory Council annual report for the state legislature.
- Organize and host the annual Current Research in Tennessee Archaeology conference in partnership with Middle Tennessee University including call and review of submissions, coordinating venue arrangements, and ensuring program publication.

- Participate in Departmental initiatives including, but not limited to, fee-based programming, State Land Acquisition Committee, Internal Audit requests, and proposed legislative bill analysis.
- Conduct and oversee the division's archaeological research.

### **Competencies**

- Ability to comfortably and effectively communicate about Tennessee archaeology with people from various backgrounds.
- Experience and understanding of federal and state laws/regulations that impact archaeology in Tennessee. This includes the federal NAGPRA (Native American Graves Protection and Repatriation Act) and NHPA (National Historic Preservation Act, notably Sections 106 and 110), state archaeological statutes, and state cemetery laws.
- Experience with reviews of public works projects that may impact archaeological resources.
- Ability to respectfully communicate with federally recognized Native American tribes and individuals that claim such ancestry.
- Ability to advocate for archaeological resources while explaining alternative legal options available to external and internal stakeholders.
- Experience and knowledge of current archaeological research and ability to present division research through publications, professional presentations, and consultations.
- Working knowledge of Geographic Information Systems (GIS) mapping software and Global Positioning System (GPS) units.

**The Preferred Candidate:** Has a Master's degree, Ph.D, or be ABD in Anthropology or related field with an emphasis in Archaeology from an accredited university. Minimum of 5 years of experience in southeastern United States archaeology.

All interested candidates should submit via email ([TDEC.Careers@tn.gov](mailto:TDEC.Careers@tn.gov)) resume and cover letter to Beth Smith, Director, People and Organizational Development, Office of Talent Management. The position will remain posted until January 29, 2020. Additional questions regarding the position should be sent to [TDEC.Careers@tn.gov](mailto:TDEC.Careers@tn.gov).

### **Beth Smith, Director**

People and Organizational Development  
Office of Talent Management  
Tennessee Department of Environment and Conservation  
William R. Snodgrass TN Tower, 22nd Floor  
312 Rosa L. Parks Avenue  
Nashville, TN 37243

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