



Title: Staff Archeologist (Mid-Level)

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

Location: Tulsa or Oklahoma City, OK

Job Description: CMEC, a small, woman-owned firm headquartered in Austin, is seeking an energetic, self-motivated, team-oriented, and resourceful mid-level staff archeologist (Project Archeologist/Project Director/Junior PI 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, and 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 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, vacation, profit sharing, etc.).

Qualifications: Essential Qualifications:



- Graduate degree in archeology, anthropology, history, historic preservation, or a closely related field
- Completion of recognized archeological field school
- 2+ years of experience, preferably in cultural resources 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



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

- Permitted by BLM
- Previous supervisory experience
- Previous experience with scoping, budgeting, and proposal development
- RPA designation
- Previous state DOT project experience
- Experience with a range of Global Positioning System (GPS) equipment
- Experience with tablet applications and resource databases
- Experience with geophysical survey or geoarcheological assessments
- Experience with drone photography and digital photogrammetry (e.g., Structure from Motion)
- Specialized analytical expertise (bioarcheology, ceramics, lithics, fauna, etc.)



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@coxmcclain.com. CMEC is an Equal Opportunity Employer.

Website: www.coxmcclain.com

Contact: jobs@coxmcclain.com (please include "Mid-Level Archeologist" in the subject line)