



Archaeologist 3 (Portland, OR)

Are you ready to take your career to the next level?

HRA is seeking an Archaeologist 3 in our Portland, Oregon, office to join our collaborative team of experts.

What you'll be doing:

As an Archaeologist 3, you are qualified to serve as a Principal Investigator and Project Manager on research and field projects. You will manage multiple project tasks and direct project teams in completion of project assignments. You will have the opportunity to assist with marketing, proposal preparation, and business development, including client contact and coordination and budget development.

Why you'll love working at HRA:

At HRA, we put our people and culture first! Your career at HRA will be supported by individualized planning, ongoing professional development, conference opportunities, and mentorship programs. Plus, our competitive compensation and benefits package includes:

- Salary ranging from \$82,545–115,563, commensurate with experience and qualifications.
- An accelerated vacation accrual rate.
- Three comprehensive medical plans to choose from, one with zero cost for employee-only coverage and highly reduced costs for dependent-care coverage.
- Voluntary benefits such as vision, dental, and voluntary life at reduced rates.
- 401(k) and Roth retirement plans with generous match.
- A comprehensive Employee Assistance Program (EAP) to support mental health, work-life balance, and overall wellness.

Who you are:

You are an established CRM professional looking to take your career to the next level in a supportive and collaborative environment while actively participating in driving projects to success. You thrive in a collaborative environment, and you have

a knack for developing positive relationships with all levels of the organization and clients.

What you need:

You have:

- A Master's degree or PhD in Anthropology or a closely related field with an Archaeology emphasis.
- Prepared a Master's thesis or doctoral dissertation.
- A minimum of five years' experience managing federal, state, and local CRM compliance requirements and with the Section 106 process.
- The experience to meet the Secretary of the Interior's professional qualifications standards in archaeology and state qualifications.

You also have:

- Demonstrated ability to successfully manage a project from the proposal preparation stage to the final client deliverable.
- Demonstrated ability to oversee, coordinate, and provide direction to project teams and effectively lead fieldwork using appropriate techniques.
- Strong interpersonal skills to successfully function within a multi-level project team and the ability to work cohesively with other project managers, senior staff, and clients.
- Lead author and technical writing experience using ethnographies, soils/environmental data, cultural resources reports, SHPO databases, GLO plats, land patents, and tax assessments.
- The ability to work in physically challenging environments, in all weather conditions, while carrying field equipment and walking several miles per day across varied terrain.
- The ability to develop and maintain positive relationships by listening and communicating effectively, providing and accepting feedback, and resolving conflict via communication and collaboration.
- The ability to take direction from leadership and collaborate with team members and remember and follow detailed instructions.

Travel:

Up to 40–60 percent of your time will be spent in the field and about 30 percent of that travel will be outside the local area. Travel throughout the Pacific Northwest and the West is likely.

Ready to join us?

If you are excited about this opportunity and are ready to grow your career with HRA, we want to hear from you. Please submit a letter of interest, résumé with three references, and an optional short writing sample (CRM report preferred; an educational thesis will not be accepted) to Human Resources at [**HR@hrassoc.com**](mailto:HR@hrassoc.com).

We are conducting interviews as applications are received, so don't wait! A full job description is available upon request.

HRA is an Equal Opportunity Employer. We are committed to providing an environment of respect and inclusion where equal employment opportunities are available to all applicants and employees. Applicants and employees will not be discriminated against on the basis of race, color, religion, sex, sexual orientation, gender identity and expression, disability, national origin, protected veteran status, or any other status protected under federal, state, or local law. Please visit us at [Employment - Historical Research Associates, Inc. \(hrassoc.com\)](http://Employment - Historical Research Associates, Inc. (hrassoc.com)) to learn more.