

IfA New Generation Special Interest Group Business and Action Plan Committee Term 2013-2016

The New Generation Special Interest Group aims to support archaeologists in the early stages of their career working in all aspects of the sector. We aim to achieve this by:

- I. Exploring, researching and offering practical support and advice on pathways into the profession and career development;
- II. Highlighting the contribution of early career archaeologists to the sector both in the present and in the future,
- III. By increasing the role and representation of early stage career archaeologists within the IfA.

The NGSIG held an event at the 2013 Institute for Archaeologists Conference in Birmingham that gauged a range of opinions and views from those in the early stages of their career (and many more experienced members of the profession). Four questions were posed. These were:

Your Motivation: What keeps you in the sector?

Your Profession: How should the New Generation change the profession?

Your Future: What's holding you/your career back?

Your Voice: What can you do for the profession?

The many and varied responses received were collated and analysed, and from these the short, medium and long term goals for the NGSIG have been developed. The goals are directly linked to the aims of the NGSIG and form the basis of the action plan for the groups' first three years. This business plan outlines how the NGSIG first committee will work to these achieve these actions and realise the group's objectives in the next three years.

Short Term Goals

- Begin a programme of training events (focussed on transferable, professional skills).
- Organise a session at the 2014 IfA conference showcasing the work of the new generation.
- Develop social media strategy and launch this as a platform for advocacy and communication.
- Work towards developing a pool of mentors for early career archaeologists, working alongside the Pathway to PIfA scheme.

Medium Term Goals

- Pilot a work shadowing/work experience programme.
- Work with universities to create opportunities for NGSIG members to advise students on professional archaeology and act as advocates for IfA.
- Support IfA in move to chartership, pathway to PIfA project and exploration of non-degree routes into the profession, such as apprenticeships.

Long Term Goals

- Work with universities to organise an archaeology careers fair.
- Produce helpsheets highlighting the kinds of experience and qualification which might be required for particular careers within the heritage sector.
- Work with partners across the profession, and within other professional institutions, to address the big challenges facing the profession in the coming decades.

SHORT TERM

Action	Linked to aim	Associated tasks	Resourcing (£/££/£££)	Time frame	How to measure	Lead committee members
Begin a programme of training events (focussed on transferable, professional skills).	I	<ul style="list-style-type: none"> Produce training survey to gather views on training topics from NGSIG members. Analyse survey results and draw up short list of most popular training themes/topics. Draw up list trainer appropriate to training themes and topics. Explore training locations and venues. Explore means of accreditation. Design training feedback form. Event promotion and booking. 	<p>££</p> <p>Apply to IfA Groups event budget for funding for each individual training event.</p>	<p>First event by Autumn 2013.</p> <p>Hold training events at least annually.</p>	<ul style="list-style-type: none"> Number of training events held. Locations of training events. Number of attendees. Number of topics covered. Breakdown of qualitative data from feedback forms from each training event. 	Holly Beavitt-Pike, Rachael Monk
Organise a session at the 2014 IfA conference showcasing the work of the new generation.	II	<ul style="list-style-type: none"> Produce session outline. Call for papers. Reviewing and selecting papers. Introducing and chairing session. Organise NGSIG fringe event – archaeological networking speed dating style. Arrange presence at IfA conference by means of a conference stand. 	<p>£</p> <p>Apply to IfA Groups event budget.</p>	<p>Planning Autumn/Winter 2013.</p> <p>Delivery April 2014.</p>	<ul style="list-style-type: none"> Numbers of delegates attendance at NGSIG session. Number of delegates attendance at fringe event. Number of delegates engaged by means of conference stall. Conference session feedback – formal and informal. 	Ben Jervis and Natalie Ward
Develop social media strategy and launch this as a platform for advocacy and communication.	II	<ul style="list-style-type: none"> Appoint lead committee member for social media. Produce draft social media strategy. Consultation phase. Finalise Social Media Strategy. Publish on IfA website, NGSIG webpage. Implement Social Media Strategy. 	N/A	<p>Draft by Autumn 2013.</p> <p>Published by Winter 2013</p> <p>Implementation 2014</p>	<ul style="list-style-type: none"> Number social media platforms NGSIG actively engaging with. Number of follower/ group members on each platform. Regular updates and post achieved. 	Ben Jervis
Work towards developing a pool of mentors for early career archaeologists, working alongside the Pathway to PlfA scheme.	I	<ul style="list-style-type: none"> Scope NGSIG members for interest in joining a mentoring scheme as Mentors or Mentees. Draw up list of potential mentors. Draft mechanism of how mentoring scheme will work, defining levels of engagement, formal agreements etc. Consult on draft. Contact/ approach potential mentors to create mentor 'pool'. Collect expressions of interest from NGSIG members seeking a mentor. Match up mentees and mentors appropriately along pre-defined level of engagement. 	N/A	<p>Scope interest and pool of potential mentors Winter 2013/14.</p> <p>Consult on draft mechanism at IfA conference 2014.</p> <p>Matching mentors and mentees Summer 2014.</p>	<ul style="list-style-type: none"> Number of mentees. Number of mentors. Mentor and mentee feedback on the scheme. 	Natalie War, Andrea Bradley and Ben Jervis
Raise the profile of IfA to students and early career archaeologists, and participate in recruitment activities.	III	<ul style="list-style-type: none"> Respond to IfA requests for support in its recruitment activities, particularly in relation to students and early career archaeologists. 	N/A	On going	<ul style="list-style-type: none"> No. NGSIG members No. IfA Student and early stage career members. 	All committee members and NGSIG members.

MEDIUM TERM

Action	Linked to aim	Associated tasks	Resourcing	Time frame	How to measure	Lead committee member
Pilot a work shadowing/work experience programme.	I	<ul style="list-style-type: none"> • Discuss lessons to be learnt from Workplace Learning Bursary Schemes with the IfA and the CBA. • Scope NGSIG members for interest in joining a work shadowing/work experience programme scheme. • Scope the willingness and interest of contractors, local authorities, institutions and organisations etc. to take part in the pilot scheme. • Draft mechanism of how work shadowing/work experience programme will work, defining length of placements, formal agreements etc. • Consult on draft. • Contact/ approach potential host organisations. • Collect expressions of interest from NGSIG members from undertaking work shadowing/work experience. • Match NGSIG members to host organisations- keeping numbers small for the pilot, 5-10 placements. 	££	Spring 2015	<ul style="list-style-type: none"> • Number of work shadowing/work experience placements undertaken. • Number of archaeological contractors/ organisations engaged in the scheme. • Feedback from placement hosts. • Feedback from placement holders. 	Rachael Monk
Work with universities to create opportunities for NGSIG members to advise students on professional archaeology and act as advocates for IfA.	I & III	<ul style="list-style-type: none"> • Contact University archaeology departments and collect expressions of interest. • Link willing NGSIG members with their Alma Mater or geographically closest University. • Deliver training to NGSIG members taking part in the scheme to enable them to act as IfA Advocates. 	££	Autumn 2015	<ul style="list-style-type: none"> • Number of University Archaeology Departments engaged. • Number of students engaged. • Feedback from students and from University Archaeology Departments. • Number students that join the IfA as a direct result of advocacy. • Number of students that join NGSIG as a direct result of advocacy. 	Natalie Ward, Andrea Bradley, Chris Chinnock, Alistair Galt
Support IfA in move to chartership, pathway to PlfA project and exploration of non-degree routes into the profession, such as apprenticeships.c.	I & III	<ul style="list-style-type: none"> • Put forward NGSIG member to sit on Validation Committee. • Support NGSIG member to stand for Council. • Put forward NGSIG member to sit on Standards and Practice Committee. • Submit group response to consultations on related issues and topics. • Respond to requests for assistance from the IfA. 	£	Ongoing	<ul style="list-style-type: none"> • Successful installation of NGSIG member on committees and in council positions. • Respond to consultations from IfA within deadline. 	All committee members

LONG TERM

Action	Linked to aim	Associated tasks	Resourcing	Time frame	How to measure	Lead committee member
Work with universities to organise an archaeology careers fair.	I	<ul style="list-style-type: none"> • Contact universities to find potential hosts. • Contact potential exhibitors (e.g. archaeology units, English Heritage, consultants, ALGAO). • Publicity and promotion 	£££	April 2016	<ul style="list-style-type: none"> • Number of careers fairs held. • Number of delegates attending. • Number of organisations represented. • Feedback from those attending and from represented organisations. 	Holly Beavitt-Pike and Alistair Galt
Produce helpsheets highlighting the experience and qualification required for particular careers within the heritage sector.	I	<ul style="list-style-type: none"> • Draw up list of distinct job roles to produce a helpsheet for. • Enlist assistance of those within the NGSIG and more widely within profession undertaking the role – particularly those individuals or organisations already engaged with the work of the NGSIG through mentoring and work experience/ placement schemes. • Draft helpsheets. • Consult of draft. • Publish and disseminate helpsheets. 	£	April 2016	<ul style="list-style-type: none"> • Number of helpsheets produced. • Feedback on helpsheets from users, University Departments and professionals. 	Natalie Ward and Chris Chinnock
Work with partners across the profession, and within other professional institutions, to address the big challenges facing the profession in the coming decades.	I, II & III	<ul style="list-style-type: none"> • Respond to consultations from partner bodies. • Embrace opportunities to collaborate with other professional bodies. • Develop opportunities to collaborate with professional bodies. • Develop a discussion forum to identify key issues that will face archaeological professionals in the future e.g. research priorities, market, technologies, policy and legislation. • Develop a skills wishlist to reflect the skills and knowledge that the heritage sector may need in the future. • Inter-profession networking and communication to seek out and stay up to date with professionals in other sectors that archaeologists may need to work closely with in the future. 	£	Ongoing	<ul style="list-style-type: none"> • To be measured on project by project basis. 	Andrea Bradley