

CIFA AREA AND SPECIAL INTEREST GROUP ANNUAL REPORTS 2020

CIfA has 21 area and special interest groups bringing together professionals with specific historic environment interests. Most groups produce regular newsletters and run training events. Groups represent specialist views to CIfA via representation on the Advisory Council and offer advice on issues which have a specific relevance to their subject/geographical area.

The Australia, Deutschland/German, London Area Groups, and Archives, Diggers' Forum, Early Careers, Equality and Diversity, Graphic Archaeology, Human Osteoarchaeology, Project Management and Voluntary and Community Archaeology Special Interest Groups have all provided annual updates on their activities. Information about all our Groups is on the CIfA website at www.archaeologists.net/groups/about.



Australia

It has been a challenging second year for the Australia Group, as for the world. This year we have needed to focus our energies internally on home, families and mental health. Australia's remoteness from the heart of CifA has been felt more heavily than ever. However, it has also helped us to frame our priorities and find opportunities from the limitations going forward.

During this year Kate Clark joined us as an ordinary committee member. Kate is based in the UK and will be able to represent us locally at CifA events. The rest of the committee stands as follows: Samuel Dix (Chair), Danielle Wilkinson (Secretary), Andrew Holmes (Treasurer), Jana Boulet and John Gillen.

The committee has not met this year however we are corresponding internally and externally on a number of topics including:

- options for remote involvement in CifA online events
- international CifA Group issues and solutions
- decolonising archaeology in Australia
- preparing a brochure to translate CifA for potential Australian members
- preparing social media pages to further share our group and intentions

Travel within Australia remains difficult with States and Territories enforcing separate lockdowns, border closures, quarantine and isolation requirements. However, CifA Australia is looking ahead for opportunities when in-person CPD courses can resume. CPD courses we are preparing include:

- Understanding legislation for the historic environment
- Personal safety training for archaeologists

We have continued collaboration with the Deutschland Group. As we further establish our group, we aim to work more with the other CifA groups especially International Practice, Early Careers, and Diggers' Forum.



Deutschland/German (CifA-D)

Despite COVID-19, 2020/2021 was a very active year for CifA-D

- The statutes for the founding of CifA-D as a non-profit institution according to German law ("eingetragener Verein/e.V.") were finalised. That status should be achieved for tax-purposes and for the standing of CifA-D in comparison to other German institutions in relation to archaeology. A particular challenge was to formulate the right relations between CifA and CifA-D in the statutes.
- Finalising the working group to adapt the registration system for companies for Germany (Gütezeichen für Archäologie)
- Creating a working group "archaeological companies"
- Creating a working group "minimum salaries"

- Supporting a paper on “minimum salaries”. This paper was discussed also between the working groups “archaeological companies” and “minimum salaries” and presented at the Group Annual General Meeting held on 12 June 2021
- Developing a formalised mentoring program for ClfA-D members
- Developing the 3-year plan 2021-2023
- Developing a DGUF/ClfA- website on working in archaeology (www.beruf-archaeologie.de)
- Making ClfA-D papers digitally accessible in Germany via Propylaeum
- Publishing several ClfA-D newsletters
- Supporting the communication of the creation of workers’ councils in German archaeological companies
- Writing several ClfA-D related contributions to DGUF Newsletter 100
- Various approaches to promote ClfA-D
- Adaptation of ClfA-D communications to changes in ClfA documents or messaging
- Change of the tasks and responsibilities of the former Group Coordinator to a Group Secretary
- Monthly communication between ClfA-D and ClfA
- Monthly meetings of the ClfA-D committee
- Increase in cooperation with the Advisory Council, and participation in the consultation process for the development of ClfA’s next 10-year plan with a focus on the increase of internationality.
- Cooperation between ClfA-D, ClfA Australia and the International Practice Group
- Participation in meetings of the Industry Working Group
- Membership has been raised slightly to 61 in Germany with 88 affiliated with mail-addresses outside Germany. For Germany there is still the challenge of the continuance of membership as it is custom to agree on an automatic collection of premiums
- The Group’s budget allocation was not spent due to lack of external activities due to COVID-19



London (LAG)

The 2020 London Group AGM was held online. Duncan Hawkins (Hon Chair), Catherine Cavanagh (Hon Treasurer), Chris Reade (OCM), Michael Tierney (OCM), and Sofie Jackson (OCM) stood down at the AGM after serving three-year terms on the committee. Many thanks are extended for their contribution to the LAG. Chris Reade stood again as OCM. All vacant positions were filled by co-option; David Bowsher, Laura Hampton, and Richard Morkill as OCMs, Claire Cogar as Treasurer and Chris Reade agreed to accept the Chair along with representing the LAG at Advisory Council.

Representing London archaeologists – Our regular activities include representing our members by contributing to discussions and issues wherever there is a London angle. The London Group Committee is always seeking the views and concerns of our members and continued to represent these through our representative at Advisory Council over 20/21.

CPeasyD – CPeasyD events are designed as informal training for archaeologists, particularly those with or looking to achieve PCIfA accreditation. The format is to combine discussion and networking with

half hour presentations by industry experts - for free and in a pub. Regularly attended by professionals in all the membership levels and disciplines, together with a number of non-members they also provide an opportunity to network.

CPeasyD became virtual in January 2021 with the session *Body of evidence: what do skeletons tell us?* by Don Walker, Senior Human Osteologist at MOLA, which had been postponed from lockdown. The session was fully booked and was recorded.

A further online session was presented by Karl Harrison on *The application of archaeological techniques to mass fatality incidents* which again was well attended.

CPeasyD will be re-instated as soon as practical to facilitate networking; suggestions and assistance for future sessions are welcome. These events are sponsored by a range of organisations "in the business" in London.

Half day conference - Our usual half day conference in the spring was not held but will remain in the plans for future years.

Other in-person events were somewhat curtailed over the year but we did manage to slip in *So you want to be a Mudlark* an evening walk along the Thames led by the Thames Discovery Programme.

AGM 2021 – This year's AGM will be an online event in September.



Archaeological Archives

This last year, continuing through the COVID-19 pandemic, has been challenging. In terms of group matters this has been most evident in the delay to reorganising our 2020 cancelled conference day event '*How prepared are we for the digital future?*'. Despite sterling efforts from our conference officer, we have so far been unable to schedule this in but hope to hold a series of virtual events, joining up with our next AGM in early Autumn 2021.

At the CIfA annual conference in April the committee was pleased to host a virtual lunchtime chat *Careering into archaeological archives* – an opportunity to share experiences about careers in archaeological archives. As well as those attending the main conference, it was open to the Archaeological Archives and Early Careers group members. Many thanks to our panel of archaeological archive curators (representing local government, Historic England and the ADS) who offered advice and answered questions. As a result of this event, the committee is working on a short guide with useful career pointers.

Over the year the committee has been involved in a range of engagement, advisory and consultation activities. These have included: i) liaising with CIfA's Voluntary and Community Archaeology group, ii) engaging with CIfA consultations, by responding to the *Strategic Planning Consultation* (July 2020), the *Report templates (evaluation/WBs)* (Sept 2020), and the draft *Carbon Reduction Guide* (Jan 2021), and iii) supporting the Advisory Council in its response to the Society of Antiquaries of London's *Future of Archaeology* manifesto (Feb 2021).

Our member survey *Resourcing of staff in archaeological archives* has been delayed, but will explore issues around demographics of archives teams, job specifications and role expectations (with respect to the competence matrix), management levels, and resourcing.

Since our 2020 AGM we have said goodbye to Theodora Anastasiadou (former Chair) and Stephen Baker (Ordinary Committee Member) but have welcomed Helen Parslow as interim chair. We would like to take this opportunity to thank them for their contributions.

For updates on the group's activities see our Facebook and Twitter pages:

www.facebook.com/ArchaeologicalArchivesGroup/

https://twitter.com/ifa_archives



Diggers' Forum (DF)

2020 and the first half of 2021 have been a busy time for DF, although it has often felt like we were paddling desperately to try to stay in the same place. As always, we have ensured that the perspective of field staff is put forward at regular meetings with Prospect, ClfA and FAME, as well as continuing with the information leaflets, health and safety bulletins, and support for field staff across the industry. DF also presented two papers at this year's ClfA conference, leading the introductory session for the conference to enable first-time conference goers to feel supported and drawing attention to the current issues plaguing field staff, as well as taking part in the closing debate.

2020 began with DF providing information and support for staff across the sector facing uncertainty through furlough schemes, redundancy drives and appropriate health and safety on site. Working alongside Prospect union reps, DF has delivered training guides, back-up information on staying safe on site and a range of individual support for fieldworkers across the sector.

During July 2020 committee members provided updates to the competence matrix that underlines applications for ClfA membership, ensuring that the version for diggers was appropriate and allowed fieldworkers to access all levels of membership provided they met the outlined criteria.

A large part of 2020 saw DF providing feedback to the ClfA 10-year plan to ensure that it includes the needs of fieldworkers. Now, we currently have two former committee members on Advisory Council (AC), along with one group rep and one elected member. Representatives from DF have attended AC meetings during 2021, covering issues of communication within ClfA, pushing for higher minimum salary rates and looking at furthering the democratisation of the organisation.

We have continued our series of *10 things* factsheets with other special interest groups in ClfA with one from Marine Archaeology, Graphics and Early careers groups. We hope to continue this series over the next year with more input from Finds, Human Osteoarchaeology and Buildings Archaeology groups, to increase knowledge of other specialisms within the field specialism.

Our ideas for the coming year were formulated during our AGM, which was held virtually again this year with everyone calling in via Zoom on the 17 June.

There was a change around of the committee; Amy McCabe is our new Treasurer. We've also retained the services of Martyn Cooper as a continuing ordinary member. We gave a fond farewell to Tudor Skinner, Daria Adamson, and Peter Lovett and thanked them for all their hard work for the group.

There are of course always other things to do, and we would be happy to hear from anyone who would like to put together any resources or factsheets they feel are missing, or who have suggestions for work we could do. Please email our recently re-found email address diggersforum@outlook.com or anyone on the committee with ideas.

We are looking forward to improving our collaborative works with other special interest groups, and unions in the coming year.



Early Careers

This year has seen significant change for the group, most notably as the group has changed its name from New Generation to Early Careers. For a number of years it was felt that New Generation did not accurately reflect the purpose of the group and following consultation with our members we formally adopted our new name at our AGM in January 2021.

Alongside our name change we welcomed Tabitha Lawrence to the committee as an Ordinary Committee Member at the AGM. Having been co-opted in 2020, Megan Schlanker and Phil Pollard were formerly elected as Ordinary Committee Members and Claire Corkill was elected as Secretary and Advisory Council representative. In March 2021 Micki McNie was co-opted to the group as an Ordinary Committee Member. In August 2021 the committee underwent further change as Colin Forrester stepped down as Chair, and Claire Corkill stepped down as Secretary to become an Ordinary Committee Member and Advisory Council Representative. Megan Schlanker was co-opted as the new Chair and Tabitha Lawrence was co-opted as Secretary. The Committee would like to express their thanks to outgoing Chair, Colin Forrester, and Secretary, Claire Corkill, for their work on the committee.

Despite the ongoing challenges of the pandemic the group have been busy throughout the year developing and delivering a range of activities

- in March we hosted a CIFA lunchtime chat which focused on opportunities to upskill during the pandemic
- we organised a conference session for the CIFA conference in April: *Journeys into an archaeological career*. This showcased a variety of voices and career options. The recording of the session can be viewed here <https://youtu.be/h3sfh2z-MVk>.
- as part of the CBA Festival of Archaeology we organised and managed a day conference for early career archaeologists. The speakers and session chairs were all early career archaeologists and we provided support in advance of the conference with a mentoring session. The recordings of the presentations will be available via the CBA YouTube channel <https://www.youtube.com/channel/UChw3dplyExCvHVwPlwDnFTQ> and we aim to make the conference an annual occurrence
- we have set up an Inclusion, Diversity and Decolonisation Group which brings together members of university archaeology societies across the UK and creates a space for discussion and positive action around how early careers archaeologists specifically can help tackle these issues

Going forward we hope to be able to offer information and signposting around current employability and skills development schemes and hope to do more collaborative work with other CifA Special Interest Groups.

In August we will be circulating a survey to our members to find out more about what they would like to see from the group and will be using the response to help us develop future events and activities.

To keep up to date with Early Careers SIG news follow our Facebook page [CifA Early Careers Special Interest Group](#) and Twitter [@CifA_EC](#).



Equality and Diversity

At the Group Annual General Meeting held on 9 June, the Group Chair, Hannah Cobb, and Alex Llewellyn from CifA outlined the future of the Group in the new governance structures of CifA. A recommendations document to this effect was shared and discussed, and questions taken (see CifA Annual Review 2021 for more information). The Group were supportive of the embedding of EDI within all areas of CifA's practice, but keen also to maintain a community of 'EDI activists' within CifA – this is an action going forward to discuss.

The recommendations of CifA to dissolve the Group by the end of December 2021 were agreed, and special dispensation given to extend the terms of the current group committee members due to retire at this AGM to the end of December 2021 to assist this transition and dissolution process. No objections were received. There was also discussion of people standing for the new EDI committee which will support the Board of Directors in delivering its strategy for equality, diversity and inclusion.

As the Equality and Diversity Group is in the process of being dissolved there were no new nominations this year, however a call for nominations for the new committee was sent out by CifA to all members in August.



Graphics Archaeology

Over the last year, the Graphic Archaeology Group has continued to hold committee meetings digitally. We have been pleased to welcome Lesley Collett as a returning committee member, and we hope to recruit additional members to our committee over the coming year. Aisling Nash continues to represent the group on the Advisory Council.

Although current events continue to impact our activities, it was particularly pleasing to have so many join us virtually for our AGM (held January 2021) during which Judith Dobie gave a talk about her work at Roman Billingsgate and the process of producing archaeological reconstruction drawings.

We have continued to update the resources available on our website with a number of items

- Hachure brushes supplied by Sharon Soutar of Historic England.
- Treasurer Eleanor has published '[Applying for CifA accreditation as an Illustrator/ Graphic Designer/ Photographer/ Surveyor](#)', providing information that supplements that provided in [CifA's Application Guide](#). In particular, the accreditation guide provides helpful information on producing a portfolio, which is an essential part of the application process for anyone specialising in graphics or other visual outputs
- Lesley Collett has also created a *Guide to freelancing* for those who want to learn more about the considerations of setting up as a self-employed worker. This will be shared shortly via a bulletin.
- Eleanor is also working on *Getting started in survey*, a follow up to 2019's [Getting started in archaeological illustration](#), which provides advice on the skills and software knowledge needed to apply for archaeological illustration jobs

Over the last year our [Facebook group](#) has continued to grow rapidly: we have now reached a total of 638 members, an increase of 177 members since our last group report was published. Our mentoring page (established in 2019) has continued to offer a space for those seeking advice and has allowed connections to be made between illustrators who are at different stages in their careers.

Our main focus for the next year will be the creation of a *Standard and guidance for archaeological graphics and survey*, with wider consultation to take place in due course. We also hope to organise further CPD events, providing regular updates to our group members. For more information on our planned activities please see our forthcoming 3-year plan.

2022 will see both our Chair, Hannah Kennedy, and our Treasurer, Eleanor Winter, finish their six-year terms on the committee. If you are interested in joining the Graphic Archaeology Group committee, please get in touch. We would be delighted for guests to join our upcoming committee meetings to get a feel for the role – no commitment required. It is a great opportunity to meet other members in the specialism and all committee activity counts towards your Continuing Professional Development.



Human Osteoarchaeology

The committee members are Chair: Sharon Clough, Secretary: Ceri Falys, Treasurer: Clare Randall. Ordinary committee members: Heidi Dawson-Hobbis, Isobel Curwen, Kirsten Dinwiddy, Sabrina Ki and Louise Loe.

Membership

The group's membership at the end of this 2020/2021 review period has more than doubled from the previous year's 137 members. OsteoSIG currently has 304 members, which includes 61 Hon/MCifA, 59 ACifA, 93 PCifA, 30 Affiliates, 56 students, and 5 SIG only members.

Meetings

The group's 2020 AGM was held on 29 September 2020 via Zoom due to COVID-19 restrictions. Two new ordinary committee members were elected to OsteoSIG: Heidi Dawson-Hobbis and Sabrina Ki. Holding the AGM on Zoom was beneficial, as it allowed a greater number of OsteoSIG members to join in the meeting and share their thoughts and opinions. This online format will be kept for the next AGM, which is scheduled for September 2021.

We have met informally several times over the year to discuss the group's 3-year plan, and to brainstorm new and effective ways of increasing the interaction between the OsteoSIG members and committee.

Whenever possible, members of the OsteoSIG committee attended other ClfA meetings, including the Advisory Council and Group Forum meetings.

Events

On Thursday 14 January, OsteoSIG committee chair, Sharon Clough (Senior Environmental Officer – Human Bones, Cotswold Archaeology) and non-executive committee member, Louise Loe (Head of Heritage Burial Services, Oxford Archaeology), joined a ClfA digital lunchtime chat to lead a discussion and answer questions on the role of the human osteoarchaeologist in commercial osteoarchaeology. Sharon and Louise described the variety of tasks and responsibilities that osteoarchaeologists undertake for their respective organisations, explaining that this varies from company to company and highlighting the importance of fieldwork experience. Advice on ways to get fieldwork experience, and on how to begin a career in commercial osteoarchaeology, was given. Useful web links on these topics were posted in the chat. There were questions about national guidance on reburial and on osteology analysis and reporting.

Publications

We are compiling a list of *10 things you wish diggers knew about...Osteoarchaeology* for the Diggers' Forum. To accompany this, we have also been making plans to develop these issues into online instructional materials to enhance the knowledge of those new to the practical applications of human osteoarchaeology, or who would like more information on particular topics.

Social media

Over the past year, in response to the pandemic and increased reliance on virtual communication, we have been assessing our social media accounts and discussing how we can make these more user friendly and reach a wide audience. With this in mind, we merged our previous ClfA Human Osteoarchaeology Facebook Group (OsteoSIG) to a private group. This has created a more secure space that members can join and where discussions can be shared. We have also run several online Q&A sessions and uploaded guidance papers onto the group so that they are easily accessible. Alongside this, there is also the option to offer group mentorship from the OsteoSIG Committee and this is something that we are hoping to explore over the next few months. It is hoped that our Facebook group will help to create a space for discussion, guidance, and the sharing of knowledge.

We also have a Twitter page (ClfA Human Osteoarch Group @OsteoSIG) where we run polls to gauge what group members want and find out a bit about them so that we can tailor our content. Twitter is also a great place to share content from other SIGS and related material in a short, snappy way. Currently, the OsteoSIG Facebook group has 72 followers, and our Twitter account has 398 followers.

Facebook Page: www.facebook.com/OsteoSIG

Twitter Page: <https://twitter.com/OsteoSIG>



Project Management (PMSIG)

This year's committee are Gill King as Chair, Charlie Willis as Secretary, Alistair Barclay as Treasurer and Sarah Hannon-Bland and Marie-Claire Rackham-Mann as ordinary committee members. There are currently vacancies for ordinary committee members, please do get in touch if you would like to join us. There is no requirement to be an experienced project manager, the committee is currently represented by a series of different specialisms at a range of accreditation levels.

Following the election of a completely new committee at the last AGM, the PMSIG has focussed this past year on identifying and planning for virtual and in person CPD events for the 2021-2022 year and beyond. A successful PMSIG CPD survey was circulated to members which highlighted a strong appetite for project management CPD across a varied and wide-ranging group of topics. A selection of web based CPD sessions are now in development and will be advertised to group members soon. In addition to our CPD based activities, the committee are building upon the previous committees work to assess the current provision of mentoring and training for early career project managers. We hope to work alongside the Early Careers group to offer collaborative sessions and opportunities over the next year.

We are also working on updating our webpages, which will advertise CPD opportunities to members as well as key resources for project management.

The group warmly welcomes new members and particularly encourages early career members to join us.



Voluntary and Community Archaeology

This year the Voluntary and Community Archaeology group has focussed on understanding the resources needed to support the generation of greater public benefits from development-led archaeology. Alongside publishing an article in *The Archaeologist*, which highlighted the need for case studies of all scales, we have surveyed local planning authority archaeologists on the issue. The survey had a good response (from 52 local authorities across England, Scotland and Wales) and we shared provisional results at a lunch-and-learn session during the 2021 CifA conference. Given the need highlighted in the survey for sector-wide standards and guidance on public engagement, the group is putting together a project proposal to fund their creation.

Separately, the group has started a monthly series of community catch-ups to provide an informal space for anyone interested in community archaeology to share ideas and experiences and discuss topical issues. Given the popularity of these tea break style sessions, which started in May, we plan to continue these into the autumn.