



Chartered  
Institute for  
Archaeologists

## Professional Pathways Summer 2021 Bulletin Aim for Associate

Hi – welcome to the Summer 2021 Professional Pathways bulletin for people who are working towards [Associate applications](#).

Professional Pathways aims to support members through the ClfA accreditation by signposting to useful advice, resources and training that will help members to build on their existing knowledge and skills and reach the next stage in their professional career. The content of the bulletins should help towards building two key elements of the validation matrix, 'Knowledge' and 'Perception of professional context' for your Associate (AClFA) application as well as introducing you to a wider network of heritage environment professionals and working practices.

In this bulletin:

- Changes in how ClfA assesses competence
- Boosting your CPD with recorded content
- Create content by sharing your knowledge and skills
- Any questions?
- What are we doing at the moment?



Photo credit: Anna Welch Bournemouth University excavation training

### Changes in how ClfA assesses competence

The 'perception of context' section of the competency matrix will change to 'perception of professional context' from April 2022 and you will need to demonstrate understanding of ethical working practices and that you are working in an ethical way. In particular you'll need to show that you understand the ethical requirements of the *Code of conduct* and use them to guide and review your own work and, where applicable, that of others.

In the last bulletin we signposted you to our [professional practice paper](#) on professional ethics and you can also complete our e-learning module [Everyday ethics: an introduction to professional ethics](#)

[and developing your ethical knowledge](#) Thinking about how to evidence your ethical understanding may be new to you but as archaeologists we make ethical decisions all the time without realising it and these resources should help with this. Future bulletins will consider what ethical working looks like at this level in more detail. [You can find out more about the changes here](#) and please ask us if you have any questions ([membership@archaeologists.net](mailto:membership@archaeologists.net))

On 17 September and 22 October Lianne will be running a workshop [ACIfA & MCIfA accreditation: a step-by-step guide](#) and booking is open. This workshop is an opportunity to ask questions about the accreditation and see examples of the types of evidence you will need to include in your application. There is also a [recording of a previous workshop](#) if you are not able attend this workshop.

## Boosting your CPD with recorded content



One of the unexpected consequences of lockdowns and social distancing has been the large and increasing number of events being held online, which looks as if it will continue as organisations have seen the benefits in reach and accessibility of digital conferences and learning. There has also been a vast amount of digital content produced which has, in the main, become free to view after the event. This has created an invaluable opportunity to add to your CPD log as there are learning opportunities on a wide variety of subjects. The downside is that the scale of resources can be overwhelming, so how can you decide what will be of most benefit?

Conferences and webinars are a good place to start and most of the leading organisations are making their conference content available and, although most of the content is released its worth bearing in mind that some speakers prefer their talks not to be recorded and these tend to include those with images of human remains or with sensitive information, such as antiquities trafficking. The recordings from the CfA 2021 Conference are now available along with those from previous conferences on our [Events Recordings page](#).

If your interests are more specialised you may already be aware of what is on offer from the leading subject body, but its worth looking at more general conferences and seeing if there are sessions, or papers within sessions, that might be useful. This is particularly relevant if you're interested in the latest academic or cross-sector research and you can find some very good examples in our first [Innovation Festival](#) held earlier this year.

Although recorded talks are a great addition to the resources already available they do take time to watch so when you're deciding which ones to pick out think about how they relate to your personal

development plan (PDP) and how they will help you to meet the matrix requirements for Associate. The [specialist matrices](#) developed by CifA's special interest groups will help to define your search for the particular area you work in. It's also useful to deepen and widen your knowledge about projects you're working on or are familiar with so look for talks and webinars that will give other perspectives on the work you do such as [this talk about HS2](#) that ran during the Festival of archaeology.

## Create content by sharing your knowledge and skills



You may have seen an e-mail with a call for papers for our next Innovation Festival. As well as being a great opportunity to listen to research and projects that others have been involved with, which you can incorporate into your own practice, conferences are a platform for you to tell the rest of the profession how you have been making your mark on the sector. Giving, as well as listening

to, presentations is continuing professional development and can be used as examples to evidence your professional competence against the matrix. If you missed the announcement, you can [find details here](#)

The [call for sessions](#) for CifA's 2022 Conference has recently been sent out. If you've already given some presentations and feel ready to take on a bigger challenge you might want to organise a session at a conference. Organising a session is like organising a mini-conference and it will be your responsibility to find people to work with to create the session theme and then put together a cohesive schedule from offers of talks that come in when the call for papers goes out. You will need to consider timings, audience Q&As, and ensure your session offers an engaging programme from a diverse group of speakers. Running a session successfully will show that you are capable of organising complex work and working within a team as well as leading one. You will not only be taking part in the discussion but will be driving it. If your session is recorded you will have added to the body of knowledge open to a much wider audience and increased the value of your session by creating CPD for your colleagues.



The theme of the 2022 conference is Making a difference: the value of archaeology so if you are inspired to share ideas you can find [more information here](#).

## **Any questions? Please ask**

If you've got a question about ClfA or careers please send it to [anna.welch@archaeologists.net](mailto:anna.welch@archaeologists.net) or for membership application enquiries contact [lianne.birney@archaeologists.net](mailto:lianne.birney@archaeologists.net). You'll get a confidential answer but if the information could help others it will be included in an anonymised FAQs section. Here's a couple of questions that are often asked:

### **What is ClfA doing about.....?**

One of ClfA's most important roles is to represent archaeology and advocate for it. Rob Lennox and Peter Hinton are the ClfA staff members who undertake this role – often to great effect. Recently advocacy work has involved areas as varied as planning, university department closure and redundancy threats and a proposed cut to higher level government funding of Arts courses, in which archaeology was included. You should have received an Advocacy e-bulletin recently that details all the work that ClfA has done lately to promote and protect archaeology.

Understanding what the current threats are to the historic environment is the first step to effectively combating them. It's also an area that requires a strong knowledge of ethical and professional practices and will help to evidence your perception of professional context for the competence matrix. You can read more about how ClfA approaches this on our [advocacy web pages](#) and there's also a link to an interview with Rob Lennox about his role. Find out more about how you can actively advocate for archaeology by reading the [Advocacy toolkit](#).

### **I'm a fieldwork archaeologist and don't get to write reports. How can I provide examples of work for my Associate application?**

Diggers Forum were instrumental in creating a version of the competence matrix for field archaeologists. You can find all of the [specialist matrices here](#), but in particular the [fieldwork matrix](#) can help to see the areas/skills that you are expected to be able to do at Associate level. By thinking about how you can evidence these skills it might become clear what you could use as an example of work in place of a report, if you do not write these. For example, if you produce Health & Safety documents, supervise other staff or create training plans, these can be used as supporting evidence, as could complex drawn plans and sections and examples of environmental work. You can also include recorded evidence from toolbox talks, shift handovers, site tours or monitoring meetings. If you are not sure what to submit, please contact Lianne ([membership@archaeologists.net](mailto:membership@archaeologists.net)).

## **What are we doing at the moment?**

We're continuing our Zoom digital tea and lunch breaks and have introduced an evening option too so we're hoping that everyone will get an opportunity to join. Our next Lunchtime chat is scheduled for Thursday 19 August (12:30-1:15pm), we'd love to see you there. Recent chat topics have included CSCS cards, neurodiversity and returning to work after taking time away. This time we will be discussing 'What does the ClfA Scottish Group (SGClfA) mean for you?' and 'Meet the Enabled Archaeology Foundation (EAF)'. You can [find out more here](#).

We are repeating some of the more popular themes so please let us know if there's something you missed that you'd like to see again, or have an idea for a topic. We look forward to seeing you there.

We're continuing to work from home, and you can get hold of us by e-mail at [admin@archaeologists.net](mailto:admin@archaeologists.net)

If you have any questions or suggestions for the next bulletin, please send them in.

A handwritten signature in black ink, appearing to read "Anna Lianne". The signature is written in a cursive, flowing style.

Anna Welch BA MA ACIfA, Professional Development & Practice Coordinator

Lianne Birney BA MCIfA, Membership Manager