



## **Members eBulletin, May 2022**

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## **Cifa NEWS ROUNDUP**

### **Subscription renewal information for 2022/23**

If you have not received your subscription renewal notice for the period 1 April 2022 to 31 March 2023, please let us know or [renew your subscription online](#).

To renew your subscription online you will need to log in to your account. For further information, please see our [CIfA website login instructions](#).

Once you have paid your subscription fees you will be able to download your most recent card on your member dashboard from a PC or smart phone/tablet. If you require a hard copy of your member card, please let us know.



Being part of a professional body isn't just about products, discounts and services, but it's always useful to know that CIfA membership is [tax deductible](#) and gives you a [15% discount from Cotwold Outdoor!](#) Visit the [members' area](#) for other useful links.

If you have any queries regarding your CIfA subscription renewal, please see the [subscription page](#) of our website and [subscription FAQs](#). Do not hesitate to contact us if you cannot find the answer you are looking for.

Best wishes

Laura Beasley

Office and Subscriptions Coordinator

## Competence assessment changes



### **New competence assessment for individual applications**

On 1 May we launched the new guidance for applicants to include changes to the **criteria** we assess applications against for Practitioner, Associate and Member accredited grades. They will require applicants to demonstrate that they understand and work in accordance with the [Code of conduct](#) and relevant CIfA Standards. Colleagues who write supporting references will also need to comment on this.

At Practitioner and Associate level, applicants will be asked to address these new requirements in their statements of competence, supported by evidence of ethical working in the examples of work they provide, in their CPD records (where applicable) and by their references. For applicants at Member level, a professional review interview has been introduced, recognising the greater level of personal accountability required at this grade.

More details can be found on the [FAQs page](#) and guidance pages below.

- [Practitioner \(PCIfA\)](#)

- [Associate \(ACIfA\)](#).
- [Member \(MCIfA\)](#).

CIfA staff are working with the Advisory Council and Special Interest Groups to develop additional guidance and resources to support the new process and we will be holding a series of ethics and accreditation workshops for applicants.

We already have some fantastic [resources to support ethical practice](#), but these will be supplemented and supported where necessary. This may mean you need to undertake some training in ethical competence before you apply to be able to demonstrate the perception of professional context part of the competence matrix.

If you are thinking about upgrading your accreditation we recommend signing up to our [Professional pathways bulletins](#) so you will have access to more information about the new assessment process and the resources available to support you with your application over the coming months. Our professional pathways scheme provides structured resources to support members throughout their careers and to help them understand and meet the competence requirements for professional accreditation at the appropriate grade.

If you have any questions or need any help with applications please email [membership@archaeologists.net](mailto:membership@archaeologists.net)

## Panel and Assessor Adverts

### We need you for application panels!

**Are you interested in ensuring that archaeologists have the knowledge, skills and professionalism to meet the needs of society, clients and stakeholders in the future? If so, we need you!**

We have vacancies for professional review and Registered Organisation panellists (volunteer roles) to help us assess competence through our professional accreditation and Registered Organisation processes.

### Professional review panellists...

- Are volunteers working alongside our [Validation committee](#) to assess professional competence
- Must have appropriate knowledge and competence – we are looking to recruit a range of panellists with expertise across all areas of archaeological practice
- Will be accredited at Member (MCIfA) level and confident discussing ethical issues
- Must be independent and follow robust conflict of interest procedures
- Will ideally be familiar with competence-based interviewing or assessing (training will be provided)
- Are prepared to commit a minimum of two days per year

For further information and/or an informal discussion please contact Lianne at [lianne.birney@archaeologists.net](mailto:lianne.birney@archaeologists.net)

### Registered Organisation panellists...

- Are volunteers working alongside our [Registered Organisations \(committee\)](#) to assess an organisation's compliance with CIfA's *Code of conduct*, supporting regulations and Standards & guidance

- Must have appropriate knowledge and competence – we are looking to recruit a range of panellists with expertise across all areas of archaeological practice
- Will meet the requirements described in the [role description](#)
- Are prepared to commit a minimum of one day per year and preparation time

For further information and/or an informal discussion please contact Kerry at [Kerry.wiggins@archaeologists.net](mailto:Kerry.wiggins@archaeologists.net)

We have vacancies for freelance NVQ and apprenticeship assessors (paid roles) to help us assess competence through the regulated qualifications we deliver and our professional accreditation process.

### **NVQ and apprenticeship assessors...**

- Need to hold a relevant assessment qualification or be working towards one (we can help you with this)
- Must have appropriate job knowledge and competence – we are particularly looking for assessors with expertise in intrusive and non-intrusive investigation, finds specialisms and historic environment advice/heritage management
- Earn a fixed fee per candidate or apprentice
- Must be independent and follow robust conflict of interest procedures
- Can decide how many candidates they want to take on to fit in with other commitments

For further information and/or an informal discussion please contact:

[Assessment@archaeologists.net](mailto:Assessment@archaeologists.net)

## **Advocacy update**

### **Statutory HERs included in the Levelling up and Regeneration Bill**

CIfA is delighted to report that Historic Environment Records (HERs) are proposed to be put on a statutory footing in the draft [Levelling up Regeneration Bill](#), which was published on 11 May. The draft Bill, which applies to England, includes provisions that '*A relevant authority must maintain an historic environment record for its area.*'

This has been an advocacy objective of CIfA's for more than a decade, and we are delighted to finally have the support of Government to put this requirement into law. The inclusion of this provision follows strong lobbying by CIfA, Historic England, and other sector partners including the Council for British Archaeology and Association for Local Government Archaeological Officers last year in response to the Planning White Paper.

[You can read more here.](#)

## **Client Guide reminder**



## Client Guide 2022

Last year we launched the new [Professional Archaeology: a guide for clients 2021](#) (PDF link) with the theme Innovations: new ways to deliver social value through archaeology. This theme for this year is Buildings archaeology and construction.

Our plan is to update and re-release the guide each year with a different theme, showcasing the work of CIFA-accredited professionals through case studies. Please take a look!

The publication focuses on advising clients how to meet the requirements of legislation and policy that relate to archaeology, and why they need professional archaeologists and Registered Organisations to help them. We use this annual Guide as a key outward-facing tool and include weblinks to the online Directories of accredited professionals and Registered Organisations. Both are fully searchable, up-to-date registers that sit under our website heading of '[Professional Register](#)'.

A printed version of the Guide will be sent to contacts in relevant sectors who might commission archaeological work and accredited members. It will also be available on our website to members and others – who may also commission or employ archaeologists. This approach reflects the large increase in online resources, further reduces our carbon footprint, and enables investment in other areas of our work.

Please share the new-look Client Guides with your contacts, clients, sponsors, and others. It will also be available [online here](#) and if you would like additional hard copies, please get in touch.

## The Archaeologist: call for articles



The next edition of *The Archaeologist* (due out in October 2022) will focus on academic and commercial collaboration, where shared expertise has enhanced project outcomes and where support for the development of professional skills for students and future career archaeologists has enhanced employability.

If you've got an article you'd like us to include please contact [alex.llewellyn@archaeologists.net](mailto:alex.llewellyn@archaeologists.net)  
**Deadline: 1 August 2022**

Don't forget, you can access past copies of The Archaeologist on the website at [www.archaeologists.net/publications/archaeologist](http://www.archaeologists.net/publications/archaeologist)

## Consultation invitation – new Toolkit for Reporting Roman Coinage

You are invited to take part in a consultation for a newly developed toolkit focused on the reliable and consistent reporting of Roman coins. Development of the toolkit was approved by the CIfA Finds group (FSIG) with the aim being to produce a resource that follows on from the [Toolkit for specialist reporting](#) and sets out guidance for the archaeological sector to ensure the reliable and consistent reporting and analysis of excavated assemblages of Roman coins.



The project is being managed by CIfA, alongside Dr Peter Guest (<https://vianovaarchaeology.com/>) who has been commissioned to compile the specialist content, and is supported by a project working party made up of representatives from Historic England, and the CIfA Finds Group committee (FSIG), in addition to an advisory group made up of specialists from across the historic environment sector, including expert numismatists and archaeologists from museums, universities and the commercial sector.

Toolkit drafts have been developed in consultation with the project working party and advisory group, in addition to being presented at the FSIG AGM in 2021 and at the recent CIfA conference in Bath.

### **Consultation documentation and questions to consider**

The consultation documents and the questions to consider for feedback [can be found here](#).

### **Consultation deadline**

The deadline for responses is **Friday 27 May 2022**. Please email your feedback directly to [Jen Parker Wooding](mailto:Jen.Parker.Wooding@archaeologists.net).

The project team look forward to receiving your comments and feedback for review and to help finalise the Toolkit.

Best wishes  
CIfA Finds Group committee

### **Book Reviews**



You can find our full list of books available for review [here](#).

If you are interested in sending in a publication to be included in our reviews please send an email to [admin@archaeologists.net](mailto:admin@archaeologists.net)

If you need any further information please see our [book review guidance](#)

### **Groups events/training**

Keep up-to-date with all our events via our [events webpage](#).





## **Practising Ethical Competence in Archaeology**

**25 May | 14.00 - 16.00 | online**

For accredited professionals and those that need to demonstrate ethical abilities as part of their application for accreditation. This workshop is aimed for MCiFA and those looking to apply for MCiFA accreditation.

[Register here](#)



## **Evening chat + career shift discussion and guidance**

**9 June | 18.00 - 20.00 | online**

Come along to our next online evening chat to meet members Advisory Council & talk about comms; or join our neurodiversity network discussions. This session will be followed by another career shift discussion & guidance meet.

[Register here](#)

## **CiFA Deutschland annual conference and archaeology fair**

On Friday, 17 June 2022, the CiFA Deutschland area group will host their annual conference in Frankfurt/Main, Germany. This year's theme, "Unterbezahlt und Ungeschützt? Lohnuntergrenzen und Arbeitssicherheit in der Archäologie" ("Underpaid and unprotected? Salary benchmarks and health and safety in archaeology") invites participants to discuss the two eponymous topics: salary benchmarks and health and safety in (German) archaeology.

The event will take place between 9am and 4pm at the Goethe-Universität (IG Farben Haus, Norbert-Wollheimer-Platz 1, 60323 Frankfurt Main, Germany). The conference is free of charge and registration is possible via email ([cifa.deutschland@archaeologists.net](mailto:cifa.deutschland@archaeologists.net)) until 10 June. Additional information (in German) [can be found here](#).

Following the conference, on Saturday 18 June, a jointly organised Archaeology Fair will be hosted by CiFA Deutschland and the Deutsche Gesellschaft für Ur- und Frühgeschichte e.V. (DGUF). The fair is intended to facilitate an exchange between the different archaeological sectors (e.g. academia, commercial archaeology, heritage management, etc.), to promote cooperation, and to showcase the range of services offered by German archaeology and related disciplines. Admission free. [Further information here](#)

## **Early Careers conference**



## **27 July from 3-9pm, Online**

Following the success of last year's group conference, the CIFA Early Careers Special Interest Group are hosting another digital Early Careers Conference as part of the Council for British Archaeology's Festival of Archaeology (16-31 July 2022).

This digital conference aims to platform students and early career archaeologists, and to give them the opportunity to gain presentation experience. There is plenty of flexibility in terms of presentation format and the conference is open to anyone studying archaeology or a related degree, those undertaking an apprenticeship or training scheme or are early career (first 18 months into a career in archaeology).

The full call for contributions is attached, which sets out more information about the conference, the benefits of taking part and how the ECSIG and CBA will support participants. It also provides details of how to submit an abstract.

If you want a little inspiration or a taste of what to expect you can take a look at last year's papers by visiting the [CBA's YouTube channel](#)

If you have any questions about the conference please email [earlycareerssig@gmail.com](mailto:earlycareerssig@gmail.com).

Kind regards,

ECSIG Committee

## **Innovation festival - call for sessions and/or papers**



## **10-14 October 2022, Online**

Our next digital innovation festival will provide the opportunity to showcase and celebrate the innovative practices and approaches being undertaken across the historic environment sector, whilst tabling for wider discussion some of the identified barriers and challenges to implementing innovation in archaeological research.

Our week-long virtual festival will comprise a mix of short sessions each day including presentations, workshops, virtual experiences, opportunities for open discussion, poster galleries, CPD and knowledge transfer.

Areas we're hoping to explore at the innovation festival include:



- academic research
- public benefit
- working practices
- innovative approaches
- innovation by design

Are you interested in running a session, presenting a poster, taking part in a webinar or forming part of a discussion panel? Email [conference@archaeologists.net](mailto:conference@archaeologists.net) – we'd love to hear from you!  
#LetsGetInnovative

## Telling stories and shattering myths - construction and archaeology

This online seminar was developed jointly between CifA and the CIOB Belfast Hub.

It took place as a Teams Webinar on **Thursday, 5 May 2022**.

Examples and case studies from Northern Ireland were used but the key messages are relevant to construction managers, archaeologists and other across the UK and Ireland and beyond.

This seminar is a great example of our growing relationship with CIOB.

For a more information detailed overview of the CIOB seminar [click here](#)

## Other News

### EAC Lidar guidance project

The European Archaeological Council have commissioned the Remote Sensing Working Group to produce guidelines for the use of lidar in heritage management across Europe.

The guidelines will sit alongside the EAC Guidelines for the Use of Geophysics in Archaeology and provide an overview of the issues to be considered when commissioning survey, processing and analysing lidar data. Rebecca Bennett will be working with Rachel Opitz and Chris Gaffney (EAC Remote Sensing Working Group Co-Chairs) to bring together stakeholders and examples of best practice from across the continent.

To build the network of practitioners and understand how lidar is currently used in the heritage sector, we are asking that each EAC member organisation take part in our short online survey [via this link](#).

Through the survey you also have the opportunity to nominate yourself or colleague with special interest in this area who might like to collaborate with us: either by joining the EAC Remote Sensing Working Group and/or by becoming a point of contact for your organisation during the development of these guidelines over the next 18 months.

The survey will remain open until midnight on the **6 June 2022** .

## Dell Technologies Small Business Month



## **Dell Technologies #SmallBusinessMonth**

Dell UK is proud to partner with the Chartered Institute for Archaeologists to provide a range of discounts on selected IT and other benefits to members.

Dell are celebrating the entrepreneurial spirit and resilience of small business owners with #SmallBusinessMonth throughout May and are offering discounts across their range.

Remember to add promotional codes below to the **Discount Code** area in your basket at the Dell checkout for the additional savings!

### **CifA Members qualify for extra discounts off laptops, desktops, servers & accessories all year round:**

- 7% off all Vostro and Inspiron use coupon code **SBA7CifA**
- 14% off all Latitude, Precision and Optiplex use coupon code **SBA14CifA**
- 10% off all XPS, Alienware, Dell Gaming and monitors use coupon code **SBA10CifA**
- 20% off all Accessories use coupon code **SBA20CifA**

Offers valid until **31 May 2022**, can be used offline/online, some exceptions may apply. [Shop here for business](#) or [Shop here for personal](#)

If you have any queries, members can contact the team at [SBAUK@Dell.com](mailto:SBAUK@Dell.com) for assistance.

### **Chartered Institute for Archaeologists**

**Power Steele Building, Wessex Hall, Whiteknights Road**

**Reading RG6 6DE**

**0118 966 2841 [admin@archaeologists.net](mailto:admin@archaeologists.net)**

#### [Opt out of all CifA emails](#)

Chartered Institute for Archaeologists  
Power Steele Building, Wessex Hall  
Whiteknights Road, Earley,  
Reading, Berkshire RG6 6DE  
United Kingdom