



Members eBulletin, July 2024

In this bulletin:

- **Archaeological archives - online training materials**
- **CIfA's Innovation Festival 2024**
- **Membership update**
- **Become a panel member for MCIfA interviews**
- **Registered Organisations: inspection updates**
- **We need you for degree accreditation panels!**
- **2024 CPD Diaries – conference bursary holders**
- **CIfA 2024 conference recordings now available!**
- **Book reviews**
- **Groups events/training**
- **Other events**
- **Other news**

CIfA NEWS ROUNDUP

Archaeological archives - online training materials



In support of two of CifA's existing toolkits, the Toolkit for Selecting Archaeological Archives and Dig Digital, some new resources were recently made available to support implementation of good practice approaches to archives management.

CPD module – free for everyone for one year*!

**After a year, the module will be subject to the same pricing as the other CPD modules for non-members.*

A new eLearning CPD module - **Archaeological archives: creating FAIR, sustainable and ethical archives** - is now available for all members and non-members to take. The aim of the module is to understand our professional responsibilities around archives, and how we can all become advocates for good archives practice. The module covers why archaeological archives are so important, as well as how practitioners can make sure they are accessible well into the future. With embedded quizzes and prompts to think about your own practice, the course covers CifA Standards and guidance, FAIR Principles, and your role within the process.

As with CifA's other CPD modules, access is from the [eLearning page](#) and completion will provide a certificate (automatically for members who log in and undertake the course from the member portal. Non-members can email admin@archaeologists.net for a certificate to be generated).

Five steps of digital data management – new online course

A new online course - **Dig Digital: data management for archaeological archives** - is now available for those wishing to increase skills and knowledge of digital data management in line with CifA Standards, guidance, and good practice for archives. DigVentures, who developed content for the Dig Digital Toolkit, were funded by Historic England to create an online course for practitioners wishing to develop skills and processes to support good practice data management.

Completing the course will help you develop and apply a working knowledge of tools available through the CifA Dig Digital Toolkit, which can then be actioned within projects and across your organisation. The **five-step course** provides a structured learning approach, starting with developing an action plan for implementation. The steps that follow provide background and context, with each element designed to facilitate practical

understanding of data management. Through quizzes, a bit of digital digging and a series of implementation challenges, course participants can put new ideas and tools into practice straight away.

You can still register for the **introductory price of £75** (normal price £125) using the early bird discount code **DigDigitalEarlyBird** when checking out. This is a limited offer. The course can be completed at your own pace and is equivalent to 16 hours of CPD. A CPD certificate is available once all course quizzes have been completed.

For questions about the CPD module please contact jen.parkerwooding@archaeologists.net

For questions about the online course please contact manda@digventures.com

[Register for the course here](#)

Innovation Festival 2024



The Innovation Festival will provide the opportunity to showcase and celebrate the innovative practices and approaches being undertaken across the historic environment sector.

CiFA is delighted to confirm that our fifth festival celebrating innovation in archaeology will be held on **7 - 11 October 2024** as a continuing annual online event!

Register now so you don't miss out, a single registration gets access to the full weeks sessions including any recordings to view after the event has finished.

Further information - this is a paid event.

CiFA member £30.00

Non-member £45.00

[Register Here](#)

Membership update

Join over 3000 accredited professionals!

Accreditation demonstrates you have the skills and professionalism to carry out your work and that you've committed to work in accordance with CiFA's ethical Code of conduct.

[Find out more about joining here](#)

This brings our total membership to 4262, divided into 3243 accredited and 1019 non-accredited.

The break-down is as follows:

Honorary MCiFA

10

MCIfA	1618
ACIfA	744
PCIfA	871
Affiliate	458
Student	561

2024 has continued to see an increase in the number of successful applications for new and upgrading applicants. Since January 2024 we are pleased to tell you that 28 existing members successfully upgraded, and 96 new applicants were successfully accredited.

Since April 2024, we have validated 39 Student and 18 Affiliate members, plus 4 successful re-joiners at accredited grades and 3 successful apprenticeship fast-track to PCIfA.

Currently applications being processed for review include 16 PCIfA, 8 ACIfA and 30 MCIfA.

We are also continuing our free workshops to help applicants complete the process for accreditation, which have proved useful to those who have attended, many of whom have made successful applications. Look out for the rest of this year's [dates here!](#)

We look forward to receiving your application!

[Find out more here](#) and [apply online here](#). If you need any help, please contact Lianne or Ellen at membership@archaeologists.net.

Become a panel member for MCIfA professional review interviews

Are you an MCIfA member? Interested in ensuring that archaeologists demonstrate their knowledge, skills and professionalism?

If so, we need you!

What does the role involve?

The panel member role is to assess individual applications (new and upgrade) for ethical competence against the criteria for MCIfA accreditation. The format is an interview-based discussion and a report that is sent to the Validation committee.

What is the time-commitment?

We estimate the time to prepare, undertake and report on an interview will be a minimum of 3 hours.

What will I learn?

You can develop the following skills and contribute to your CPD hours

- improve your understanding and approach to ethical situations
- understand CIfA's membership regulations and guidance for applicants (this can also be used to assist colleagues through the process)

- further develop your understanding of the application of ethical principles in your own work
- improve interview or competence-based discussion skills

Is training provided?

We offer online training sessions and resources to help undertake the interviews and try to pair new panel members with those who have already undertaken them.

When are the interviews?

There are two windows each year in March and September. The next two-week interview window is 9 to 20 September. You do not have to be available on all the dates and can select how many you would like to undertake.

What do existing panel members think?

Many of the existing panel members say how they

'have found the interviews interesting and useful to assist [their] own development in ethical competence'

'find it really interesting to speak to colleagues in the same profession about ethical approaches, particularly those you might not normally speak to'

I'm interested, who do I contact?

Please email Lianne lianne.birney@archaeologists.net to find out more and when the training will take place.

Registered Organisations: inspection updates

Regular inspections are central to CifA's Registered Organisation (RO) scheme. These allow the panel members and organisations to discuss and share good practice to improve the practice of ROs.

This year's round of inspections of ROs started in May. Interesting themes have emerged and there has been useful feedback for CifA from RO employees at all stages in their careers. The panels have heard about the successes and areas for development in the accreditation and registration process. They have listened to people's views on the institute.

Other interesting areas for discussion have included carbon reduction, working practices, archives and public benefit amongst others. [Read more about](#) the inspections so far this year.

We need you for degree accreditation panels!



Are you interested in ensuring that archaeology degree graduates have the practical skills and professionalism to meet the needs of society, clients and stakeholders in the future? If so, we need you!

We have vacancies for Accredited degree panellists. Training will be given.

Accredited degree panellists...

- are volunteers who assess the practical skills and professional competence included in degree programmes.
- have appropriate knowledge and competence of practical skills – we are looking to recruit a range of panellists with expertise across all areas of archaeological practice
- will be professionally accredited and confident discussing ethical issues
- must be independent and declare any potential conflicts of interest
- will meet the requirements described in the [role description](#)
- are able to commit some time over a six month period to assess application paperwork and attend a day long visit, which could be online or in person, and a committee meeting to present recommendations to the Accredited degree committee.

For further information and/or an informal discussion please contact Anna at anna.welch@archaeologists.net

CPD Diaries – conference bursary holders

On our [CPD Diaries webpage](#), members provide an insight into their own Continuing Professional Development (CPD), sharing their experiences and giving us some ideas as to how we can all fulfil our CPD requirements.

We also include CIfA conference bursary holders' insights into our annual conference, which are awarded to student and early career members and non-members, to assist their attendance.

You can read two of these from

[Jenny Carey](#), a Student member who received the Hal Dalwood Trust bursary

[Emily Johnston](#), a PCIfA member who received one of the Historic England bursaries

If you would like to submit your CPD Diary entry, please get in touch at membership@archaeologists.net and look out for CIfA2024 bursaries at the end of the year.

CIfA 2024 conference recordings now available!

Did you miss CIfA2024 in Chester? Videos links to all recorded sessions are now live on the [conference webpage](#).

This resource is free and a great way to add some targeted CPD for those who were unable to attend the full event.

Book reviews



You can find our full list of books available for review here (member log in required)

If you are interested in sending in a publication to be included in our reviews please send an email to admin@archaeologists.net

If you need any further information please see our book review guidance.

Events/training/elearning

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



Research and Impact Group AGM

6 August 2024 | 19.00 - 20.00 | online

Annual General Meeting of the CIfA Research and Impact Group. The meeting's agenda is available on the event registration page.

[Register here](#)



PCIfA Accreditation: a step by step guide

09 August 2024 | 12.00 - 12.30 | online

Join our digital workshop to help understand the accreditation process for Practitioner (PCIfA) applications.

[Register here](#)



Practising ethical competence in archaeology

22 August 2024 | 12.00 – 12:30 | online

Ethical behaviour is not innate: it is learned and practiced in the real world – or in a safe environment like this workshop. Here we will help you develop or hone your ethical competence, just as you gain technical competence elsewhere.

[Register here](#)



Active Bystander Training

19 September 2024 | 12.00 - 13.30 | online

Run by The Active Bystander Training Company. Challenging unacceptable workplace behaviour can be a challenge in itself – the ability to intervene with techniques which are right for you are not always immediately obvious.

[Register here](#)

Other events

The Heritage Carbon Literacy course is now available to train your teams

In collaboration with the Carbon Literacy Project, Historic England is now able to offer the Heritage Carbon Literacy Course for free to organisations to rollout internally.

If you'd like to know more about the course, or how to get your staff, trustees and volunteers trained please contact sarah.rousseau@historicengland.org.uk

CifA Deutschland AGM 2024



The CifA Deutschland AGM 2024 will take place online via Zoom on Saturday, September 14, from 8:00 to 11:00am (BST) / 9:00 to 12:00 (CEST).

Group members will receive the official invitation, including the agenda and the announcement of the candidates for the committee elections, by email at the beginning of August.

Lithic Studies Society 2024 Conference: Call For Papers



LITHIC STUDIES SOCIETY

The Lithic Studies Society will host a conference this year at the National Civil War Centre in Newark on the **11-12 of October**.

Abstracts are welcome from independent or affiliated researchers at all career stages and on any topic related to lithic studies.

Please provide an abstract of no more than 250 words. Please include author name(s) and abstract title exactly as you would like it to appear in the conference programme.

The extended deadline for abstracts is: **28 July 2023**.

Email abstracts to conference@lithics.org. Please state whether your abstract is for a poster or paper presentation.

Edinburgh 900 Archaeology Conference

Edinburgh is celebrating its 900th Anniversary. As part of celebration the University of Edinburgh and the City of Edinburgh Council Archaeology Service, are hosting a day conference.

The conference, which is open to all, is being held on Saturday 12 October at 40 George Square, University of Edinburgh.

Attendees will hear and discuss the results of important archaeological fieldwork and scientific research on a wide range of topics, from the Burgh's foundation in the 12th century through to the 20th century.

The conference is only £10 and the tickets are ON SALE NOW

For more information and [to book click here](#)

Other news



Incredible summer deals start now!

Limited-time deals. Save up to 20%, in addition to your member discount.

You're invited to Dell's Black Friday in July Event, where for a limited time, you can score extraordinary savings on technology that takes ideas to new places. Enjoy double Dell Rewards points, fast free shipping, and flexible financing options to make upgrading even easier!

Offer dates: 1 July to 28 July 2024

Get [your discount here!](#) (CIfA website login required).

See our [member benefit page](#) to find this exclusive member offer and more.

If you have any queries, members can contact the team at SBAUK@Dell.com for assistance

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