

## Call for expressions of interest

### Qualitative inequalities research for the archaeology sector

The Chartered Institute for Archaeologists (CIfA) has received funding from [Historic England](#) to support a project to conduct qualitative research amongst the archaeological profession and student population studying archaeology. This research will help us understand a person's social background and influences, and the events along their journey through archaeology to try and ascertain what the barriers and incentives were to the development of their career.

The research will provide authoritative evidence from several appropriate formats, to:

- provide a baseline against which future progress can be measured/monitored
- gain a deeper understanding of the structural issues within the profession
- allow CIfA's Board of Directors to make decisions for taking forward any recommendations within its wider equality, diversity and inclusion strategy

#### Background

A cross-sector meeting organised by CIfA's Equality and Diversity Special Interest Group in 2018 offered a forum for open discussion on issues such as harassment, discrimination, inequality, diversity and barriers to entry in archaeology. The meeting indicated an appetite for change from the heritage sector, especially from lead bodies.

In response to the issues raised through the cross-sector meeting, a CIfA Advisory Council working party was set up to advise the CIfA Board on priorities for action. The working party presented an interim report to the Board in February 2019 which included a series of recommendations, and a final report was published in August 2019. That report identified a range of issues requiring attention from the sector, including inequality, diversity and discrimination, and barriers to entry to the profession. It was recognised that further work was needed before recommendations could be made, but that resources were limited requiring a prioritised programme.

Responding to the working party's recommendations, the Board appointed an Equality and Diversity champion, to constitute a task-and-finish working group(s) to devise a strategy and to assist in its implementation. Terms of reference for the Steering Group set by the Board include a section for this research as follows:

*Research into four areas: inequalities relating to ethnicity, gender, socio-economic group, disability including any barriers inadvertently created by CIfA processes and criteria*

- *What are the causes?*
- *What might be the solutions?*
- *What might CIfA and partners do?*

*Research should take two forms*

- *Discussion by working groups and with those with expertise in and experience of the problems and potential solutions: findings in interim report*
- *Qualitative and/or quantitative survey where understanding of the issues is too poor to allow for actions based on working assumptions. If this need is identified*

*the working group should identify this in the interim report and advise on whether ClfA or others should lead on seeking or providing funding*

*Outcome: sufficient understanding to devise appropriate strategies.*

### **Project information**

This project will gather qualitative data from archaeologists/heritage professionals, and we welcome a creative and rigorous approach to the study. The people to be included in the research will include both members and non-members of ClfA, and should include both the working population and the student population, to understand differences between these groups – for example, which groups are more diverse, and is there a drop-off point between students and the employed?

The project is funded by Historic England and ClfA and the total value of work is estimated to be in the region of **£20,000 inclusive of VAT and inclusive of expenses.**

The project will be set out in two stages.

**Stage 1 (c£6,000):** will be to write a project design which will set out the best format for undertaking the research which could include:

- one-to-one interviews
- focus groups
- surveys
- detailed follow-ups with selected individuals

The project design will determine the number of interviewees and will select the relevant groups and communities to be interviewed, based on good practice and ethical considerations for research of this type. It is expected that 4-6 focus groups will be formed and the composition/mix of the focus groups will be determined by the Consultant but will capture a breadth of input.

**Stage 2 (c£14,000 – subject to successful approval of the project design):** will be to undertake the research and interviews. This will result in:

- a synthetic report that provides a general commentary on the overall project.
- a full project report detailing methodological approach
- a synthesis of the results, including case studies
- future research recommendations and how they might be achieved.
- solutions to identified barriers
- possible partners
- what can ClfA do specifically within its remit as a professional institute

### **Consultant requirements**

The Consultant will have the following, evidenced by CVs, track record and examples of previous work

- relevant competence and experience of equality, diversity and inclusion practice and development strategies
- a track record in ethical research and demonstrable experience of working with a variety of different groups and communities including minority and marginalised people from diverse racial, cultural, and religious backgrounds, diverse gender identities, and those from different economic and social backgrounds
- experience of designing and undertaking successful qualitative research
- experience of project management and effective communication
- experience of working in specialist industries or sectors (**desirable**)
- relevant professional accreditation or evidence of equivalent experience and impact (**desirable**)
- demonstrable dedication to EDI based research work and principles of equality, diversity, and accessibility (**desirable**)

#### **Project timings and expressions of interest**

A start date of early in 2022 with completion of the project design stage by 31 March 2022 and full project completion by no later than 31 December 2022 (subject to successful and timely approval of the project design).

Expressions of interest are welcome from organisations and individuals who can demonstrate the consultant requirements. Please give details of your/the proposed project team's relevant experience, availability and chargeable rates and send to [alex.llewellyn@archaeologists.net](mailto:alex.llewellyn@archaeologists.net) by **5pm on 21 January 2022**.

*Proposals will be assessed by the Project Board against the criteria outlined above and submission of supporting information.*