

THE POST

School/Service:	College of Humanities http://humanities.exeter.ac.uk/
Post:	Postdoctoral Research Associate in Tropical Archaeobotany and Archaeology
Reference No:	P54937
Grade:	E
Reporting To:	Head of Archaeology

The full-time post is available from 1st March 2017 to 30th June 2018 in the College of Humanities, Department of Archaeology.

This Postdoctoral Research Associate post is part of the ERC-funded project PAST 'Pre-Columbian Amazon-Scale Transformations'.

Job Description

Main purpose of the job:

The successful candidate will contribute to cross-disciplinary research on the nature and scale of pre-Columbian land use and its legacy on present Amazonian forests. PAST will investigate the influence of the late pre-Columbian (1000-1492 A.D.) land use on Amazonian forests, the impact of the 1492 Columbian Encounter (CE) and its modern legacy through the comparative study of pre-Columbian land uses in different regions of Amazonia. This innovative, international, interdisciplinary project will integrate a range of state-of-the-art techniques in archaeology, archaeobotany, paleoecology, soil science, botany, landscape ecology and remote sensing to address four major research questions:

- 1) What was the nature and geographic scale of environmental disturbances produced by different Amazonian archaeological cultures across the basin during the Late Holocene?
- 2) What was the chronology, and underlying drivers (e.g., political, demographic, climatic), of the development and demise of these late-Holocene pre-Columbian cultures?
- 3) How did the Columbian Encounter affect the environments and these different cultures?
- 4) Did pre-Columbian land use have a lasting effect on modern forest structure, composition and successional trajectories? And how can knowledge of the ecological impact and legacy of late pre-Columbian groups inform modern conservation and sustainable agricultural practices for the future of the Amazon and other tropical regions in the world?

The successful candidate will have a strong archaeobotany and archaeology background to contribute with research questions 1 and 4. Field experience in archaeology, as well as archaeobotanical laboratory training (phytolith, starch grain and charcoal analysis), is highly desirable.

Main duties and accountabilities:

1. Undertake research to contribute to the archaeobotany and archaeological components of the project including:
 - Direct archaeological excavations targeted at recovering plant remains and plant processing tools with project's collaborators;
 - Supervise archaeological excavations and the excavation of soil pits in vegetation plots;
 - Undertake phytolith, starch grain, and charcoal analyses from archaeological sites (archaeological sediments from selected features and residues from plant processing tools/containers);

- Undertake phytolith and charcoal analyses from test units in plots;
 - Collect and submit material for AMS C-14 dating;
 - Writing up research work for publication;
 - Developing research objectives and proposals for own or joint research;
 - Making presentations at national and international conferences and similar events;
 - Dealing with problems which may affect the achievement of research objectives and deadlines;
 - Analysing and interpreting the results of own research and generating original ideas based on outcomes;
 - Using new research techniques and methods;
 - Using initiative and creativity to identify areas for research, developing new research methods and extending the research portfolio;
 - Using creativity to analyse and interpret research data and draw conclusions on the outcomes.
2. To contribute to teaching and to be involved in the assessment of student knowledge including assisting in the supervision of student projects and the development of student research skills.
 - Assist with the supervision of undergraduate, MSc and PhD student projects, and assist with the teaching of Paleobotany, Forensic practical sessions and Archaeological Fieldschool modules (e.g., lectures, fieldwork methods).
 3. To work in collaboration with colleagues as appropriate to the field of study including:
 - Contributing to collaborative decision making within the research group;
 - Liaise closely with the Exeter-based palaeoecology and remote sensing/botany PDRAs to integrate palaeoecological, remote sensing and archaeological data closely;
 - Preparing papers and presenting information on research progress and outcomes to bodies supervising research, e.g. steering groups.
 4. To communicate complex information, orally, in writing and electronically.
 5. To prepare proposals and applications to external bodies, e.g. for funding and contractual purposes
 6. To contribute to the planning of research projects.
 7. To use research resources, laboratories and workshops as appropriate and to take responsibility for conducting risk assessments, reducing hazards and for the health and safety of others.
 8. To monitor research budgets as appropriate.
 9. To engage in continuous professional development and to be responsible for continually updating knowledge and understanding in the field of study or specialism and for developing skills.

This job description summarises the main duties and accountabilities of the post and is not comprehensive: the post-holder may be required to undertake other duties of similar level and responsibility.

Person Specification

	Essential	Desirable
Attainments/Qualifications	Have or be close to obtaining a PhD in a relevant field	
Skills and Understanding	Expertise in the analysis of plant remains with a specialisation in plant microfossils (phytolith, starch grains, anthracology) Excellent archaeological field skills (digging, mapping, collecting sediment samples)	Knowledge of macrobotanical remain analysis Knowledge of stratigraphic plotting software (e.g. Tilia, C2). Knowledge of GIS applications Statistical and numerical techniques; databases

		<p>Proficient use of drafting software (e.g., Adobe Photoshop and Adobe Illustrator)</p> <p>Knowledge of Portuguese/Spanish</p> <p>Knowledge of South American and Amazonian Archaeology</p> <p>Knowledge of tropical ecology and palaeoecology</p>
Prior Experience	<p>Experience of conducting risk assessments and understanding of health and safety legislation</p>	<p>Expertise in the interpretation of archaeological and archaeobotanical data</p> <p>Experience in field archaeology (digging, mapping, collecting sediment samples)</p> <p>Publications in international journals</p> <p>Experience in conference presentation</p>
Behavioural Characteristics	<p>Excellent written and verbal communication skills.</p> <p>Availability to travel and ability to communicate with locals in a foreign language.</p> <p>Able to communicate material of a specialist or highly technical nature.</p> <p>Able to manage research and administrative activities and to balance the competing pressures of research and administrative demands and deadlines.</p> <p>Able to liaise with colleagues and students.</p> <p>Able to build contacts and participate in internal and external networks for the exchange of information and collaboration.</p> <p>Able to identify potential sources of funding.</p> <p>Actively participate as a member of a research team</p> <p>Engage in continuous professional development.</p>	

	Understand equal opportunity issues as they may impact on areas of research content	
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Informal Enquiries

Before submitting an application, you may wish to discuss the post further by contacting Prof. José Iriarte (J.Iriarte@exeter.ac.uk).

Additional Information Relating to the Post

Salary

Salary will be circa £28,452 per annum subject to knowledge, skills and experience.

An increment will be payable on 1 August each year until the top of the scale is reached (subject to being in post for 6 months and satisfactory performance). The scale will be subject to a cost of living review each year.

Hours of work

Full time appointments are contracted to work a 36.5 hour week, over five days, to suit the requirements of the College, as notified by the College Dean. The hours of part-time staff are specified in the letter of appointment.

Annual Leave

The annual leave entitlement for full-time appointments is 41 days per calendar year (pro rata for part-time appointments). For further information see our website <http://www.admin.ex.ac.uk/personnel/leave.shtml>.

Probationary Period

The appointment will normally be subject to a probationary period of one year.

References & Medical Clearance

All appointments are subject to satisfactory reference and medical checks and individuals will be required to complete a medical assessment form before appointment is confirmed. Applicants should note that the University normally contacts referees for short-listed applicants without further advice to applicants. When advising of referees, if they are resident overseas, please ensure you supply fax numbers and/or email addresses enabling us to contact them (if necessary) without delay.

Right to Work in the United Kingdom

If you do not have the right to work in the UK, this appointment will be subject to the University successfully obtaining a Certificate of Sponsorship under the UK's Points Based System for migrant workers and to you obtaining Entry Clearance/Leave to Remain.

For further information, see the Home Office website at <http://www.ukba.homeoffice.gov.uk/>. In particular you are encouraged to undertake a self assessment of your eligibility to work in the UK using the link to www.ukba.homeoffice.gov.uk/pointscalculator.

Terms & Conditions

The Terms and Conditions of Employment can be viewed on line by visiting <http://www.exeter.ac.uk/staff/employment/conditions/terms/>

Pensions

Membership of the Universities' Superannuation Scheme (USS) is automatic provided that you meet the qualifying criteria for membership. For details on the scheme please go to the <https://forthefuture.uss.co.uk>. Staff automatically become members and employee contributions will be taken from your pay unless you opt out in accordance with the current rules of the scheme. More information about the USS scheme can be found at www.uss.co.uk/members. The University, as your employer, contributes such sums as will be required to maintain the full benefits of the scheme. You may opt out of the scheme and if you wish to do so, you should contact the Pensions and Reward Advisor, Mrs Alison Rose (01392 723088/email a.j.rose@exeter.ac.uk) for further information.

Relocation

You may be able to claim relocation expenses in accordance with the University's Relocation Assistance Scheme. The maximum allowance that you can reclaim under the Relocation Assistance Scheme, if eligible, is 10% of salary.

Short-listing Information

We will acknowledge your application by email. The University of Exeter recognises the time and effort taken to apply for a position and will contact you by email to inform you of results of shortlisting

Application Procedure and Interview Information

The closing date for completed applications is **13th December 2016**.

Data Protection Act (1998)

The information contained within your application is being requested to enable the University to make employment decisions and meet statutory obligations. Any information provided to the University in this context will be treated confidentially and used only by manager(s), member of the University, Human Resources, Superannuation and Payroll during the course of your employment. Where the application relates to a post which is externally funded this information may be passed onto the relevant funding body.