

PARAGON RESEARCH ASSOCIATES



Paragon Research Associates, LLC, a Seattle-based Cultural Resources Management consulting firm, in business since 1998, has an opening for an Archaeological Principal Investigator. The successful candidate will have a Masters or PhD, plus at least 3 years prior experience supervising CRM projects at the Principal Investigator level. Experience in conducting work in the Pacific Northwest is essential. Demonstrated experience with the application of appropriate State and Federal legislation, regulations, documents and procedures is required, particularly Section 106, NEPA/SEPA, Executive Order 05-05, and transportation or other public works related projects. Geomorphology experience, previous work in reservoir settings, ability to develop appropriate methodologies, and creative regulatory approaches desired.

Please provide a cover letter outlining your qualifications, a current CV, references, and at least 2 writing samples to Paula Johnson, Principal at paula@paragonresearch.net or to Paragon Research Associates, 12021 Evanston Avenue North, Seattle, WA 98133. Please feel free to request an informal meeting at the NWAC in Ellensburg, March 25-26, 2010. Ideally this position will be filled by April 15.

Job duties will include the following:

- Responsible for preparing, tracking, and meeting project budgets and schedules
- Supervise field/research crews conducting survey, eligibility testing, and data recovery projects, including developing appropriate field methodologies.
- Analyze data and prepare reports to professional standards.
- Perform duties on multiple simultaneous projects.
- Participate in preparation of proposals, scopes of work, and cost estimates.
- Travel as necessary to perform project and/or company related tasks.

JOB QUALIFICATIONS:

In addition to those listed above, the successful candidate will possess the following skills: Ability to supervise, coordinate, and/or provide direction to members of a project team or field crew. Writing and data analysis skills sufficient to produce high quality final reports. Ability to conduct/direct research activities at regional archives. Ability to effectively lead and/or conduct field work using appropriate techniques. Interpersonal skills needed to lead and/or function within a project team and to work closely with a project manager. Ability to meet deadlines is crucial.

OTHER INFORMATION YOU SHOULD KNOW:

Although this is currently a part-time position, the motivated candidate could develop the position as desired, with continued company growth. PRA offers an extremely competitive compensation and benefits package within a collaborative work environment. This position provides an opportunity to join a firm with an expanding CRM practice. PRA offers a variety of flexible work schedules whenever possible.