



Appointment of a Cathedral Archaeologist

Winchester Cathedral

Job description and person specification

Introduction

Following the retirement of Dr John Crook after many years' distinguished service, Winchester Cathedral seeks a Cathedral Archaeologist for five years from 1 September 2021 and subject to re-tender every five years.

The appointment is *ad personam*. Applicants who are currently employed by other organisations are welcome to apply. However, they must be able to deliver the required services without constraint and also not assume that contracts for fieldwork will be placed with their organisation.

Context

The Care of Cathedrals Measure 2011 requires that 'no works be implemented which might materially affect the archaeological character or any archaeological remains in or under the cathedral church or within the precinct of the cathedral, including works to the fabric of the cathedral church and any other buildings in ecclesiastical use, unless the proposals have been approved under the Measure'.

Additionally, many areas of the cathedral estate are subject to scheduling under the Ancient Monuments and Archaeological Areas Act 1979, and many buildings within the Inner and Outer Close are listed under the Planning (Listed Buildings and Conservation Areas) Act 1990. The sheer quantity and quality of the historic fabric of the cathedral and its estate justifies the appointment of a dedicated Cathedral Archaeologist.

Winchester Cathedral also has a Cathedral Architect (also known as Surveyor to the Fabric), who holds a similar statutory role with regard to the standing buildings and setting. It is evident that there will be overlap in the interests and jurisdiction of the Cathedral Architect and Cathedral Archaeologist, so it is critical that this relationship is strong and positive. Additionally, and due to the upcoming masterplan encompassing Green Cathedral and future developments across the estate, Winchester Chapter is seeking an Archaeologist who embraces public engagement. The candidates should feel empowered to propose opportunities for the cathedral to forge good external relationships with communities.

Scope of duties

The Cathedral Archaeologist is concerned with:

1. What is defined in the Care of Cathedrals Measure as "archaeological remains" meaning the remains of any building, work or artefact, including any trace or sign of the previous existence of the building, work or artefact in question;



2. Below ground evidence, including human remains, standing structures, the cathedral precinct and its historical development, and artefacts associated with the cathedral;
3. Understanding these historic elements and the potential impact of change on them;
4. Communicating that understanding as appropriate to others including those responsible for outreach;
5. All aspects of the archaeological process from initial identification of significance through to publication and archiving of results from investigations;
6. Working with professional colleagues having a shared interest in archaeological matters broadly defined, such as the Cathedral Architect, the Cathedral Head of Estate and the Works team etc.

Job description

1. Acting strategically as the professional advisor to the Chapter on all matters for which it has statutory and non-statutory archaeological responsibility
2. To attend, ex officio, the three meetings annually of the Fabric Advisory Committee (FAC) and other such meetings as may be arranged.
3. To produce an annual report to the Chapter and for circulation to the FAC and the CFCE summarising works carried out and in prospect, and how they have or may be able to address identified archaeological priorities
4. To initiate assessments and/or strategic plans for managing archaeological work, including the development of research agenda, informing and responding to the masterplanning exercise, the Conservation Plan and the Quinquennial Inspection
5. To ensure that sufficient archaeological information is provided in applications and notifications to the Cathedrals Fabric Commission for England and that the Commission is notified about the results of approved archaeological work. Responding to specific proposals for works recommended by the Cathedral Architect or Surveyor or authorised by the Chapter, and to be carried out by its works staff, the local authority, statutory undertakers or contractors
6. To prepare initial appraisals and assessments for proposed works that might destroy, reveal or conceal material of potential archaeological significance. To advise on options for mitigating the archaeological impact of proposals, including outline costs and timescale of any required work
7. To liaise with statutory and non-statutory bodies having an archaeological interest, such as Historic England, the local Planning Authority and local or national amenity societies
8. To organise and carry out small-scale programmes of archaeological recording and reporting both below and above ground
9. To prepare briefs for further desk-based assessment, field evaluation and major programmes of excavation and recording by appointed contractors in mitigation of impacts by works or for other purposes; to review their Written Schemes of Investigation and recommend their approval or otherwise to the Chapter
10. To advise Chapter on the best available quality and value of archaeological work when an external archaeological contractor is to be appointed.



11. To advise on relevant legislation and permissions in relation to proposals for works, such as Health and Safety regulations, Construction Design and Management (CDM) regulations, Ministry of Justice regulations concerning human remains, listing and scheduling controls, ecclesiastical legislation, etc.
12. In conjunction with the Cathedral Architect and Head of Estate as appropriate, to monitor site work by appointed contractors, ensuring clarity about aims and objectives and the delivery of outputs in line with agreed research designs and budgets
13. Working with the Cathedral's conservation team, to ensure that all archaeological work includes adequate provision for post-excavation / recording analysis, creation and deposit of a sufficient project archive with the Cathedral, Hampshire Records Office or other appropriate body, and appropriate publication of results. Working with colleagues on aspects of Cathedral management with an archaeological dimension
14. To liaise with the Architect over preparation of the Quinquennial Inspection Report, progress with current projects and preparation of new ones
15. To maintain a personal programme of Continuing Professional Development about research and management of archaeological work in cathedrals generally
16. To advise upon contingency arrangements for disaster planning
17. To undertake such other duties as may be required from time to time as agreed with Chapter

Person specification

Essential:

- Graduate or post-graduate qualification in archaeology or a closely-related discipline
- Proven experience in the survey and analysis of historic buildings and archaeological sites, with special reference to church archaeology
- Proven experience of working successfully in an archaeological curatorial capacity
- Knowledge of the legislative and planning framework as it pertains to archaeology
- Knowledge of ecclesiastical buildings legislative systems
- Familiarity and capability with standard and relevant specialised IT packages
- Ability to conduct minor excavations and recording work including working at heights and on scaffolding
- A positive approach to team-working with cathedral staff and other professionals
- Ability to demonstrate an understanding of and sympathy with the aims and objectives of Winchester Cathedral.

Desirable:

Membership of the Chartered Institute for Archaeologists (CIfA)

Current active research interests in relevant aspects of church archaeology including an established record of academic publication. Motivation and skills for communicating the interest of cathedral archaeology to non-specialist audience