

## Supporting career development

A core area of our work focuses on professional development – ensuring that professional archaeologists have access to training to develop their skills, sharing good practice and knowledge, and strengthening traditional and non-traditional entry routes into the profession. This is to encourage a wide and diverse range of people to consider a career in archaeology.



Twenty years ago, the Institute launched its training vision. This vision was to set out

- the roles that archaeologists fulfil, and the skills required to meet these (National Occupational Standards (NOS))
- the training required to provide the skills and the qualifications to meet these criteria (NVQs and apprenticeships)
- a suite of grades of professional accreditation to demonstrate an individual's competence

### **Academic and vocational training**

Our recent work has seen the roll-out of our scheme for accrediting degree programmes. This collaborative initiative with University Archaeology UK (UAUK) offers accreditation to academic programmes providing appropriate vocational training relevant to a career in the historic environment sector. The aim is to help prospective students and their advisors to identify the right degree programmes, whether they are looking to pursue a career in archaeology or to gain a broad spectrum of transferable skills in preparation for a range of graduate careers. The scheme is also helping to strengthen our partnership with the academic sector, promoting archaeology as a discipline and as a career. So far, seven universities have had degrees accredited with six further universities being assessed.



As well as traditional academic routes into archaeology, we now have six Historic Environment Trailblazer Apprenticeships approved for delivery in England, the result of a long running partnership between employers, Historic England, Cifa, IHBC and Icon. Cifa chaired the Archaeology working group of the Trailblazer that has developed two apprenticeship standards; one aimed at entry level field skills and the second providing career development opportunities for those seeking to develop specialist skills. We have been engaging with employers to promote these opportunities to access government funding for skills development. Our application to become an end-point assessment organisation for the Archaeological Technician standard has been approved by the Education and Skills Funding Agency and we will be submitting applications for other relevant standards shortly.

In Scotland, we have continued to support Aim Five of Scotland’s Archaeology Strategy – Innovation and Skills – with the creation of a full-time post to support skills development, including greater engagement with Scottish universities. In collaboration with the ClfA Scottish Group, we have been coordinating workshops that provide cost-efficient training opportunities. Our work supporting the Archaeology Strategy has enabled us to look further into the ways we support professional development, to explore new ways of upskilling our existing workforce and to develop new entry routes into a career in archaeology. This work is being delivered against a wider backdrop of initiatives supported by Scottish government, which include the Attainment Challenge and the development of apprenticeships. ClfA is now coordinating the development of a Modern Apprenticeship in Field Archaeology and exploring the creation of several new qualifications that will help upskill our existing workforce in Scotland. This work is being informed and guided by the recently created Archaeology Skills and Training Working Group, a collection of industry leaders who ensure that any new initiative we are developing is fit for purpose.

We have also coordinated a series of workshops addressing objectives under Aim One of the Strategy – Delivering Archaeology – on behalf of the Strategic Archaeology Committee. These facilitated discussions on the structure, funding and delivery of archaeology in Scotland have resulted in a series of recommendations to the sector that will be published on the Strategy website and incorporated into the Strategy Delivery Plan.

### ***Engaging new people***

The careers section of our website provides information for those looking to start a career in archaeology, for individuals wanting to build on their professional development through training and Continuing Professional Development (CPD), and for employers wanting to know more about how to provide professional development training for their staff. Our new e-guidance module is a good starting point to understand how to set out a Personal Development Plan (PDP) and identify relevant CPD to support this.



We have expanded our ‘Pathways to PCIfA’ programme to support members at all stages of their career. Professional Pathways aims to support ClfA members to develop their skills and upgrade their accreditation to recognise their achievement through targeted bulletins with career advice and sector information, signposting grade appropriate training and including case studies and FAQs. Over 160 individuals have signed up to Professional Pathways so far, including students from ClfA-accredited degree programmes and trainees on approved employer training courses.

### ***Training courses and learning opportunities***

We continue to look at ways in which we can improve and enhance the training we offer. Our survey specifically aimed at Practitioner members has helped to identify how we can provide more relevant and accessible training that can be beneficial to all members.



Cancellation of ClfA2020 had an impact on our events programme, but through our Annual General Meeting, Groups and other activities, we have provided 49 CPD events. These have included

- specialist training in timber buildings, dendrochronology, infrastructure and the historic environment, significance-led selection, and osteoarchaeology

- good practice advice in archive selection, desk-based assessments, project management, embedding workplace training, heritage apprenticeships, reporting bullying and harassment in the workplace, professional ethics, and Standards and guidance
- developing our profession through discussions about equality in future heritage practice, re-imagining Scottish archaeology, planning the future for finds specialists and digital archiving
- supporting accreditation, understanding CPD and networking

Many of these have been run as online events due to the restrictions imposed by the COVID-19 pandemic and we hope that the success of these will allow us to continue to develop our online training programme, alongside any face-to-face events in the future.



*“By encouraging me to partake in CPD events, my employer has helped me to develop my career as a recent graduate. CPD events allow me to improve my skills, network and get an understanding of industry, and the support my employer has shown me has helped me thrive in my role within their business.”*



## EVENT SPOTLIGHT TEA BREAK CHATS

At the start of the COVID-19 outbreak it became apparent that the sudden absence or cancellation of office chats, face-to-face meetings, the conference and events was having a big impact on our profession. The networking opportunities and interaction with archaeological colleagues that take place at those meetings and events were missing, so in response, we decided to set up a weekly ‘tea break’. Since the end of April, we have run 11 of these.

**Format:** simple; three broadly themed rooms (sometimes hosted by our Special Interest Groups) to get discussion going, lasting 45 minutes. Everyone is welcome to attend.

**Attendance:** statistics from these events have been interesting.

- Attended by 105 individuals
- 60 per cent of attendees have been female
- Based on a percentage of the total number of individuals in each member category, the greatest representation has been from Student members, followed by Practitioners (PCIfA), and Associates (ACIfA), then Members (MCIfA)

**Benefits:** sharing of information and advice; informal mentoring; creating new contacts or catching up with old ones; emotional support; engaging more with ClfA.

**Reflections:** the statistics are a reverse of how ClfA events are usually perceived in terms of attendees, so it’s important that we look at how we can maintain this level of engagement for other events.



For more information about professional development and training opportunities visit the ClfA website at [www.archaeologists.net/careers](http://www.archaeologists.net/careers)