

BUILT HERITAGE CONSULTANT SUPERVISOR – ROLE SPECIFICATION

ROLE ATTRIBUTES

- As a built heritage consultant your role will include using learned and practiced techniques research and write built heritage statements, and Heritage Statements about a variety of heritage assets in a number of different locations you will also undertake historic building recording levels 1-4. As a supervisor, you will also contribute more complex documents which may use external formatting, these include Conservation Management Plans.
- As a built heritage consultant, you are responsible for presenting the data in reports and documents which are a permanent record of primary data essential for the preservation of the building record for the future and used to inform further strategies of heritage mitigation. Your role is also to interpret the impacts potential development might have on the preservation of heritage which is included in an assessment and report made available to the public.
- Wessex has a commitment to creating a high-quality product, this is achieved through not only standardised process but also by the efficient, reliable and excellent work each individual is expected to encapsulate. As a built heritage consultant, this will include creating accurate, well interpreted and researched records and data which may eventually contribute to published material.
- Data gathering for the built heritage consultant will undertake fieldwork to understand the visual impacts some development might have this will include informative photographic recording surveys and recording using both hand survey techniques and Total Stations, there will also be tasks undertaken on top of the research which will include processing and interpreting the GIS data, learning in these specialist areas how to be maximise the information and why careful and meticulous recording from start to finish ensures a high quality end product.
- As a supervisor, you make decisions on interpretation of archaeological data, you should ask for guidance and assistance, this is the responsibility of those more senior, to help you understand how, why and what you do is important.
- Communication is essential in your role as an archaeologist, to your peers; they will share their experiences with you. With junior staff, you have to guide and teach them, your role is key, you are likely to be the first point of contact and will act as a bridge between them and a site director or manager, they will look to you for mentoring and coaching and as an example of what an archaeologist is.
- As supervisor, you must be respectful and mindful of your audiences and act appropriately it is important we share our knowledge with everyone.

Behaviour

BEHAVIOURAL ATTRIBUTES

A supervisor is expected to:

- Be open to learning and receiving direction;
- Provide support, guidance and advice to those under your supervision.
- Communicate appropriately and respectfully;
- Be responsible and accountable for your work, actions and decisions