

## **Archaeology and Historic Sites, Jackson Collections Volunteer**

### **Purpose:**

To provide support to the Collections office of the Archaeology and Historic Sites (AHS) section of Historic Preservation. This support will assist staff in furthering its mission to identify, preserve, and protect Mississippi's rich prehistoric and historic archaeological heritage through expanded public and professional education and stewardship. Volunteers are needed to assist staff in systematic archeological survey and inventory, maintaining and developing productive partnerships with various organizations and agencies, promoting effective archaeological programs and archaeological research.

### **Responsibilities:**

- Rehabilitate and clean artifacts
- Photograph and label artifacts
- Accession artifacts into archaeological database (curate and inventory)

### **Qualifications:**

- Organized
- Detail-oriented
- Computer skills preferred

### **Requirements:**

- Able to successfully complete training
- Knowledge of AHS section policies and procedures
- Understanding of and adherence to strict guidelines, especially with artifacts
- Dependability

### **Time Commitment:**

- Twelve (12) hours of volunteer service per year at the AHS section are required to remain on the active volunteer list
- Continuous service assignment with a minimum commitment of one four-hour shift per week.

### **Benefits**

- The satisfaction of volunteering with professional archaeologists
- Continuing education
- Documented volunteer service for work or school credit
- A 15% discount at Mississippi History Store locations
- All training and training-related materials provided by the AHS section
- Volunteer appreciation activities provided by the AHS section and the Museum Division

### **Reports to:**

AHS Volunteer Coordinator