

Archaeology and Historic Sites, Jackson Volunteer Deed Researcher

Purpose:

To provide research support to the operations of the Archaeology and Historic Sites (AHS) section of the Mississippi Department of Archives and History. 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:

- Research deeds for Mississippi Landmarks which are archaeological sites. This research may entail on-line research, researching within other state agencies such as the Secretary of State's office, or land records offices in Mississippi courthouses
- May have to go on-site to identify landmarks to be described and found within the public land records

Qualifications:

- Experience doing land deed or land title research

Requirements:

- Able to successfully complete training
- Able to work well with AHS staff
- Able to conduct research on-line or at designated land records offices
- Attention to detail
- Must provide writing sample, preferably on a deed research project
- Provide proof of valid driver's license
- Provide proof of current personal automobile liability insurance coverage

Time Commitment:

- Twelve (12) hours of volunteer service per year at the AHS section are required to remain on the active volunteer list

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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