

DIRECTOR OF ARCHAEOLOGY

About The Foundation

The George Washington Foundation, located in Fredericksburg, VA, is a 501(c)(3) whose mission is to enhance the public understanding of the lives, values, and legacies of George Washington and his family members. The Archaeology Department conducts excavations at Ferry Farm and Kenmore. It also conducts historical research and studies the recovered material goods left behind by the Washington Family, their enslaved workers, Native Peoples and others. This research results in exhibits, publications, lectures, and educational programming.

Position Summary

The **Director of Archaeology** leads The George Washington Foundation's Archaeology Program, overseeing research designs, excavation strategies, departmental finances and budgeting, historical and archaeological research, and internal and external communications. The Director also serves as liaison to the holders of a Ferry Farm preservation easement and supports the planning, design, permitting, and execution of ongoing landscape restoration at Ferry Farm and analysis of the Historic Kenmore landscape. The Director is responsible for annual and technical reports. The Director reports to the President and CEO of the Foundation.

Financial Management

- The Director is responsible for creating an annual budget proposal for both the department and the annual excavation. The director will also assist in writing grant language and reports.

Staff Management

- Supervise the Archaeology Department Staff to ensure clarity of roles and alignment with research goals.
- Promote a high-performance workplace culture with strong staff development and retention.
- Oversee staffing transitions and summer hires.

Communications and Representation

- Represent GWF archaeology regionally and nationally serving as an ambassador for the department's research and results.
- Support internal and external communications, including electronic news, newsletters, and annual appeals.

Preferred Qualifications

- Advanced degree in Archaeology or Colonial American History.
- Proven ability to undertake historical and archaeological research, technical writing, excavation design.
- 10 years of experience in Chesapeake colonial archaeology.
- Managing large-scale excavations.
- Demonstrated success in developing, leading, and training staff.
- Experience in the management of departmental archives.
- Well-developed understanding of Section 106 of the National Historic Preservation Act.

Salary Range

- \$70,000 – 85,000, commensurate with experience

Interested applicants should send a resume, references and writing sample to hr@gwffoundation.org.

The George Washington Foundation is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, gender, or religion.