



Ymddiriedolaeth Archaeolegol Gwynedd Gwynedd Archaeological Trust

Job Description

Job Title: Development Control Archaeologist

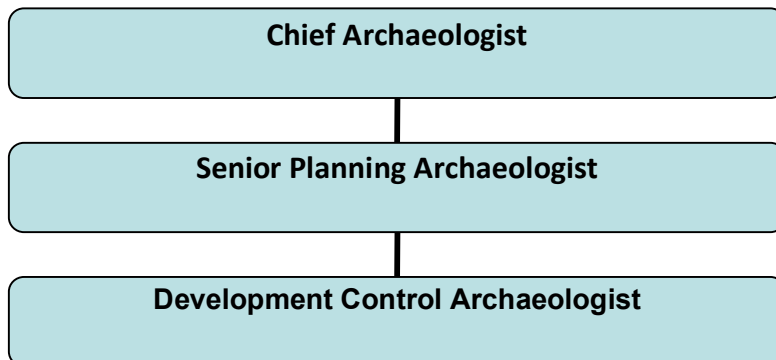
Section: Heritage Management

Responsible to: Senior Planning Archaeologist

Responsible for: n/a

Primary Purpose of the post: to assist the Senior Planning Archaeologist in providing a comprehensive regional planning service.

Organisational Structure



Duties and responsibilities:

To assist the Senior Planning Archaeologist in the following ways:

1. To provide advice to the Local Planning Authorities, Cadw and other relevant bodies on the historic environment implications of development proposals which

have the potential to affect designated and undesignated sites, monuments, buildings, historic landscapes, parks and gardens.

2. To provide specialist archaeological advice on planning casework in relation to the known and potential archaeological resource across north west Wales.
3. To support the Senior Planning Archaeologist on specialist archaeological planning advice for major infrastructure projects.
4. To contribute to the provision of strategic planning advice in relation to local development plans, supplementary planning guidance and other regional or national policy documents.
5. To provide advice on the archaeological implications of permitted development schemes, including liaison with utilities companies, highways authorities and others to ensure compliance with legislation, policy and guidance relating to historic environment issues.
6. To liaise with developers, consultants and others who may impact on the historic environment to ensure compliance with relevant legislation, policy and guidance
7. To arrange and attend site meetings and field visits as required.
8. To specify the scope of development-led archaeological projects, including provision of detailed design briefs as required, and to monitor such projects to ensure compliance with an agreed scope of work, archaeological specification and the standards of the Chartered Institute for Archaeologists (CIfA).
9. To provide evidence at planning appeals and public inquiries as required and to review advice and prepare proofs of evidence in advance of such hearings.
10. To respond as required to enquiries from members of the public, the media and other interested parties in relation to historic environment matters arising from development proposals.
11. To undertake specific duties within the Trust as requested by the Chief Archaeologist.
12. To execute such other duties as the Trust may determine from time to time.

Common Responsibilities:

1. To adhere to high standards of ethical and responsible behaviour in the conduct of your work as described in the ClfA Code of Conduct.
2. To operate within Trust policies and procedures as described within Trust policy statements.
3. To deal with information with regard to confidentiality and data protection.
4. To provide support to other members of staff as required and to establish good working relationships both internally and externally.
5. To participate in the identification of training requirements and undertake training and development in line with agreed appraisals.
6. To attend Trust meetings as and when required.
7. To ensure compliance with Trust administration and financial regulations.
8. The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.