



# GRAY & PAPE

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## HERITAGE MANAGEMENT

### POSITION AVAILABLE

#### Principal Investigator - Archaeology Southeast Region

#### Join Us in Preserving the Past and Shaping the Future!

Are you ready to take the next step in your cultural resource management (CRM) career? Gray & Pape, a leader in the CRM industry, is looking for an experienced **Principal Investigator - Archaeology** to join our dynamic and growing Southeast regional team. Preference will be given to candidates with experience working on projects in West Texas. This is your chance to lead meaningful projects that honor our history and impact our future, while enjoying a supportive, flexible, and collaborative work environment.

#### Why Choose Gray & Pape?

At Gray & Pape, we believe in fostering a workplace that values innovation, teamwork, and growth. With our hybrid work model, we offer the perfect balance of collaboration and autonomy. Your expertise will help us tackle preservation challenges while enjoying competitive pay, comprehensive benefits, and opportunities to make a real difference.

#### What You'll Do at Gray & Pape

As a **Principal Investigator - Archaeology**, you will

- Manage and coordinate multiple cultural resource management projects, supporting their successful completion within defined scope, schedule, budget, and safety parameters.
- Develop and implement project scopes, budgets, staffing plans, and timelines; coordinate input from team members, subcontractors, and partners to ensure high-quality deliverables.
- Conduct and supervise research, including literature reviews, archival studies, and field investigations; analyze findings and contribute to professional evaluations and recommendations using National Register of Historic Places criteria.
- Lead field and laboratory teams through all phases of archaeological work, including reconnaissance, testing, excavation, and reporting; prepare project-specific research designs, work and safety plans, and technical documentation.
- Provide mentorship and guidance to junior staff, fostering professional development and adherence to company standards and project objectives.
- Maintain strong technical and professional quality through participation in quality assurance and quality control processes.
- Coordinate and maintain communication with clients, agencies, Tribes, and other stakeholders, ensuring compliance and collaboration throughout the project lifecycle.
- Support business development efforts by assisting in proposal preparation and contributing to the identification of new opportunities in coordination with senior leadership.



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- Participate in public outreach and education initiatives to promote awareness and appreciation of archaeological and heritage resources.
- Demonstrate professionalism through regular attendance, clear communication, collaboration, and commitment to equity and inclusion.
- All other duties as assigned.

### What You Bring to Gray & Pape

- MA/MS in Anthropology, Archaeology or related field.
- 5 years CRM supervisory and report preparation experience.
- Traditional and digital mapping, photography, survey techniques, and excavation techniques.
- Demonstrable report writing experience.
- Extensive experience analyzing data such as statistical analysis, material culture analysis, and geomorphological analysis.
- Extensive knowledge of the legal framework of CRM.
- Strong capability within Windows operating systems and compatible word processing, spreadsheet and database software.
- Must possess a valid driver's license.
- Qualified to register as an RPA with the Register of Professional Archaeologists.
- Familiarity with field geospatial software such as ESRI ArcMap and Google Earth.
- Technological skills: Field mapping applications, Microsoft Office, Adobe Acrobat.
- Excellent understanding of National Register of Historic Places Criteria and their application.
- Experience directing field crews.
- Demonstrable report writing experience.
- Experience working within report templates and following style guides.
- Ability to prioritize multiple assignments and tasks concurrently.
- Demonstrated ability to organize and coordinate work within schedule and budget constraints.
- Demonstrated ability to independently design and complete research.
- Demonstrated oral and written communication skills.

### Preferred Qualifications

- Experience leading and supervising field crews.
- Experience with GIS software
- Ability to obtain Antiquities Code of Texas Archeological Permits.
- Experience and knowledge of west Texas Archaeology and Culture History.
- Reside within Houston or surrounding area.
- Experience with field data collection apps (ex. ArcGIS Online, Field Maps, Survey 123, or similar).

### Travel

Travel is project-dependent with an expectation of travel outside the local area and for multiple days. Some projects may require extended travel.



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### Benefits You'll Love

- Pay range of \$70,500-\$90,000 per year commensurate with experience and qualifications.
- Generous paid holidays, vacation, and PTO leave.
- Comprehensive health, vision, dental, life, and disability insurance including **a no-cost** medical insurance plan for you and your dependents.
- A 401(k)-retirement plan to invest in your future.

### Ready To Join Us?

Be part of a team that is passionate about history and dedicated to its preservation. If you're looking for a career where your expertise matters and your contributions shape the field, **this is your opportunity!**

If you are interested in joining our team, please submit the following to Human Resources at [HR@graypape.com](mailto:HR@graypape.com). No phone calls, please.

- Cover letter detailing expression of interest
- Resume or CV
- One writing sample (preferably as sole/primary author) from the past 3–5 years

This position is open until filled and qualified candidates may be interviewed immediately. Please visit us at <https://www.graypape.com/our-company/careers/> to learn more.

**Gray & Pape is an Equal Opportunity Employer.** We are committed to providing an environment of respect and inclusion where equal employment opportunities are available to all applicants and employees. Applicants and employees will not be discriminated against on the basis of race, color, religion, national origin, disability (physical or mental), sex, age, sexual orientation, genetic information, parental status, protected veteran status, or any other protected status under federal, state, or local law.