Colchester Archaeological Trust Ltd www.catuk.org

Registered Office: Roman Circus House, Roman Circus Walk, Colchester, Essex, CO2 7GZ

WORK EXPERIENCE PLACEMENT

Department: Post-Excavation

Supervisor: PX Project Officer

Location: Roman Circus House, Colchester

Type: Volunteer Role (Unpaid)

Duration: Academic Year

Commitment: One day/half day per week (typically 3-6 hours) Monday to Friday only.

Suitable For: Year 12 students to university age

About the organisation:

Colchester Archaeological Trust (CAT) is an educational charity and archaeological organisation based in Colchester. Founded in 1963, CAT undertakes commercial archaeological projects while promoting public engagement, learning opportunities and appreciation of local heritage. Our work experience programme provides an introduction to commercial archaeology through a range of practical post-excavation activities.

What you will be doing:

- Washing, bagging and identifying archaeological artefacts.
- Processing environmental samples.
- Marking artefacts and helping to prepare them for archive deposition.
- Archiving (helping log box contents, organising artefacts by project and county). Some tasks may involve periods of standing and the movement of archive boxes. Support and guidance will be provided.
- Practical experience of different archaeological disciplines such as pottery reconstruction, small find identification and carrying out assessments on the archaeological potential of your local area.

What you will bring to the team:

- Archaeological or historical interest.
- Enthusiasm, a strong work ethic and reliability.
- Openness to trying new things.

What we can offer:

- Induction, training, supervision and support from a range of specialists.
- A small, friendly and supportive team environment.
- Assistance in building a good working knowledge of different periods in Britain and facilitating an increased confidence in artefact processing and identification.
- An opportunity to gain experience in post-excavation processing and object handling, as well as enhancing other skills such as time management and working within a team.

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What you will gain:

- Experience within a commercial archaeological organisation.
- Insight into heritage careers.
- A reference to support future education or career applications (subject to satisfactory attendance and engagement).
- Evidence for CVs, UCAS applications or university applications.
- Experience working alongside professional archaeologists.

How to apply:

For further information or to submit your application, please send an email to volunteers@catuk.org FAO Aileen Tierney outlining:

- why you are interested in this placement,
- your availability and required dates,
- what you hope to gain from the experience.

This **Statement of Interest** should be between **250–350 words**.

University students requiring a placement as part of their course or wishing to undertake a research project using CAT archives and assemblages, should refer to our University Placements and *Assemblage Access Programme* information sheet for further details.

Applications are accepted throughout the academic year, subject to availability.

Additional information for work experience:

Working hours will be agreed on a case-by-case basis and tailored around the student's other commitments.

Students should wear sturdy shoes and casual clothing that could potentially get dirty.

Students are reminded to report any injuries or near-misses to a company First Aider. CAT has both male and female First Aiders available. Students' tetanus injections should be up to date. We recommend you have this done before you join us. Most have their third booster during secondary school.

As part of our work, CAT occasionally undertakes projects involving human remains. Participation in this element of the placement is entirely optional and will only take place with your agreement.

Students under the age of 18 will be supported in accordance with CAT's safeguarding policies.

We are committed to making placements as accessible as possible. Please let us know if you require any reasonable adjustments during your placement.

We look forward to hearing from you and potentially working together soon!