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Research Project:
Museum Archaeology: Curating Native American Cultural Material from Oklahoma

Project Description:
The Archaeology Department at the Sam Noble Oklahoma Museum of Natural History is responsible for curating an estimated 5 million artifacts spanning over 11,000 years. We seek an undergraduate research assistant to work on a new grant-funded collections management project. This project focuses on creating an accurate inventory of our collections consisting of Native American cultural material from Oklahoma. No prior experience is required, but applicants must have working knowledge of Microsoft Excel, excellent attention to detail, ability to work well independently, be able to work M-F 8-5 with a 3-hour minimum shift, and should have an interest in museum work and/or archaeology.

The Archaeology Department staff will train the undergraduate research assistant to enter catalog information into the collections database, inventory the collection against the catalog, rehouse material as needed, and assist the Collections Manager with the maintenance of the archive, and other collection management duties, as needed. The research assistant will learn several aspects of collections management including archival management, preventive conservation, and condition reporting. Primary duties include but are not limited to collection processing, rehousing materials, data entry, filing, performing minor conservation treatments, and inventorying collections.

Multiple research and outcome potentials exist with this project. Research assistants will have the opportunity to participate in the submission of papers or posters for presentation at a regional conference and/or publication.