

**Position: NAGPRA Repatriation Manager
July 2021**

Located on the unceded ancestral homeland of the Kumeyaay Nation in the heart of Balboa Park, the Museum of Us (formerly the San Diego Museum of Man) is a cultural anthropology museum with an international footprint. The Museum explores the human experience from multicultural and intersectional perspectives to spark dialogue, self-reflection, and human connections.

POSITION SUMMARY:

The NAGPRA Repatriation Manager is a full-time position supporting priority Cultural Resources Department initiatives related to the Native American Graves Protection and Repatriation Act (NAGPRA). The primary focus of the NAGPRA Repatriation Manager is to oversee the Museum's legal compliance with NAGPRA including reviewing museum holdings that are eligible. Through a decolonial practice, lead consultations with Native American/Alaskan Native/Native Hawaiian Nations that supports determinations of cultural affiliation (including but not limited to state-recognized Nations and non-state, local and federally recognized Nations). Write Summary Notices, Notices of Inventory Completion, and Notices of Intent to Repatriate for publication in the Federal Register; and facilitates repatriations of Native American human remains and cultural materials including reburial efforts. This position reports to the Director of Cultural Resources and works collaboratively under the leadership of the Director of Decolonizing Initiatives. The position partners collaboratively with the Cultural Resources team, the Decolonizing Working Group, the Operations and Exhibits team, and the External Communications team.

RESPONSIBILITIES:

- Review the Museum holdings and available documentation for ancestral remains, funerary objects, sacred objects, and objects of cultural patrimony including review and plotting of archaeological sites that are physically and/or legally controlled by the Museum to assist in determining cultural affiliation.
- Following the Museum's decolonial procedures and policies lead consultations with Native American/Alaskan Native/Native Hawaiian Nations (including but not limited to state- recognized Nations and non-state, local and federally recognized Nations). Ensuring transparency of communications and full disclosure to Nations of all available documentation that the Museum has legal authority to disclose.
- Prepare inventories and public notifications about proposed and completed repatriations following U.S. federal laws (NAGPRA) and California state laws (CalNAGPRA).
- Oversee the legal and physical repatriation of ancestral human remains, funerary objects, sacred objects, and objects of cultural patrimony in coordination with department staff and the Nations.

Museum of Us

All of us.

- Update and maintain detailed and accessible records on The Museum's past and current outreach, notification, consultation, and repatriation processes with Native American Nations. Including ensuring that all records, paper and digital, associated with repatriated cultural resources are updated to reflect the repatriation status. NAGPRA Coordinator shall work with department staff as necessary to create procedures that maintain intellectual control of this information.
- Coordinate with the department staff as needed to ensure proper storage of ancestors and cultural resources in keeping with the Museum's cultural care policies and Native American Nations protocols.
- Collaborate with the Decolonizing Initiatives Department with the implementation of decolonization initiatives strategic action plan; assist with co-developing decolonial practices at the Museum
- Assist department staff in consultation for special projects, initiatives, and collaborative efforts with Nations related to NAGPRA and the museum's decolonizing initiatives. Seek input and guidance from Nation representatives on matters that might impact the community from a NAGPRA perspective.
- Work collaboratively in partnership with the Colonial Pathways Repatriation Manager with the implementation of decolonial policies, procedures, and relationship/trust building initiatives.
- Assist in reviewing requests for access to cultural resources with NAGPRA implications ensuring all The Museum and Native American Nations' access protocols are stringently adhered to.
- Participate in grant writing, implementation, and reporting processes as requested.
- Serve on internal committees and working groups as assigned.
- Provide other support as assigned.

EXPERIENCE AND EDUCATION:

- Demonstrated understanding of the colonial legacy of museums and the complexity of colonization's impact on Indigenous communities (domestic and international).
- Demonstrated experience working directly with Indigenous communities, navigating colonial histories and building sustainable transparent relationships.
- Minimum of 3 years' experience in NAGPRA and/or CalNAGPRA implementation and compliance.
- Demonstrated experience with NAGPRA documentation review and management practices including a basic understanding of digital asset management practices.
- Understanding of decolonial practices in regards to the care and management of cultural resources is preferred.
- Experience in assisting with culturally complex, sensitive, or confidential projects - including a demonstrated ability to listen and deal empathetically with a wide range of people and cultural groups.
- Understanding of equity, inclusion, access, and racial/culturally just practices within museums.
- Demonstrated understanding of community and self-care practices when working with culturally sensitive, complex and/or confidential projects that are inherently tied to colonial trauma.
- Demonstrated experience and ability to achieve deliverables while work collaboratively and independently without close supervision within tight deadlines.
- Collaborative and autonomous Museums approach with a focus on keeping the entire team updated.

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BENEFITS:

- Salary is \$57,000 per year.
- Schedule is flexible, averaging 40 hours per week.
- Position is up to 50% work from home, if desired.
- Our hiring practices are rooted in an approach driven by a focus on equitability and sustainability. Specifically, the Museum offers an exceptional employee benefits package, including medical, dental and vision and life insurance coverage, as well as short and long term disability benefits. The Museum also offers a matching retirement contribution plan, up to 6% of an employee's annual salary.

APPLICATION PROCESS:

The NAGPRA Repatriation Manager position application deadline is midnight Pacific Time on Sunday, August 8th, 2021. Please submit your resume and cover letter to decolonizing@museumofus.org.