

Professional associations and international cooperation: the birth of CifA Deutschland

Michaela Schauer & Pete Hinton

Abstract – An important type of organisation for archaeologists, as for any discipline, is the professional association. As the leading professional body representing archaeologists working in the UK and overseas, the Chartered Institute of Archaeologists (CifA) promotes high professional standards and strong ethics in archaeological practice to maximise the benefits that archaeologists bring to society. This paper recounts some of its activities in 2017-18, including work towards defining an internationally recognisable accreditation, Chartered Archaeologist. Of particular interest to an audience drawn from across Europe and beyond is the formation of a German group of CifA, CifA Deutschland. This initiative is driven by German archaeologists who identified a need for a professional association, chose to approach CifA with its more than thirty years of experience for advice and information, and then negotiated with CifA to establish a formal group in Germany. Its short history and big plans are described.

Key words – archaeology; EAA 2018; professional association; Germany; accreditation; Chartered Archaeologist; partnership

Titel – Berufsverband und internationale Zusammenarbeit: Der Beginn von CifA Deutschland

Zusammenfassung – Eine für jeden Beruf wichtige Organisationsform ist der Berufsverband. Als führender Berufsverband für Großbritannien und einer der größten Berufsverbände weltweit tritt das Chartered Institute for Archaeologists (CifA) für hohe fachliche Standards und starke ethische Regeln für die Archäologie ein, um den Nutzen der Archäologie für die Gesellschaft zu maximieren. Dieser Artikel fasst die wichtigsten Aktivitäten von CifA in den Jahren 2017 und 2018 zusammen. Ein besonderer Fokus lag in dieser Zeit auf der Entwicklung der geschützten Berufsbezeichnung des ‚Chartered Archaeologist‘. Von besonderem Interesse für Archäologen europa- und weltweit ist außerdem die Gründung von CifA Deutschland. Deutsche Archäologen entschieden sich dafür, dass ein Berufsverband für Deutschland große Vorteile aus den Erfahrungen und dem existierenden System für Akkreditierung und Registrierung der bereits seit mehr als 30 Jahren bestehenden britischen Organisation ziehen könnte, auch wenn eine Anpassung an deutsche Bedürfnisse und Rechtsgrundlagen einige Zeit in Anspruch nehmen wird. Der Text fasst kurz die ersten Schritte von CifA Deutschland zusammen und gibt einen Ausblick auf die nächsten Schritte.

Schlüsselwörter – Archäologie; EAA 2018; Berufsverband; Deutschland; Akkreditierung; Chartered Archaeologist; Partnerschaften

CifA as a professional organisation for archaeologists

This paper is about an example of a particular type of organisation: the professional association or professional institute. We can define a professional as someone skilled, who has demonstrated their competence, who maintains and develops their abilities, who subscribes to a code of ethical conduct and is accountable under it, and who works in the public interest. A professional association can therefore be expected to have a Code of conduct, standards of skills and behaviour for practitioners, mechanisms for assessing compliance with them, and a range of sanctions including expulsion and removal of accreditation for those found to have breached those standards (IfA, 2010).

Examples of professional associations exist in many disciplines and in many countries. The Chartered Institute for Archaeologists (CifA) is the leading professional body representing archaeologists working in the UK and overseas. It promotes high professional standards and strong ethics in archaeological practice, to maximise the benefits

that archaeologists bring to society. **Figure 1** sets out how CifA explains and promotes professionalism and professionals in archaeology.

CifA and its predecessor, the Institute of Field Archaeologists, has existed since 1983. Since its foundation it has adopted a *Code of conduct*, and a formal process for investigating allegations of unprofessional practice, when necessary imposing sanctions on members and organisations that have breached of the code. It has produced standards and guidance that advise on how that code should or could be met when undertaking different types of archaeological research, supported by numerous resources documenting good practice: a journal, magazine, professional practice papers, policy statements, conferences, real-time and on-line training courses etc. It has established a system of accreditation of technical and ethical competence for individuals (just one level at first, later three), and for organisations (one level) via a process of documentation and inspection visits by a panel of peers. It also accredits learning and teaching resources produced by others, including Contin-

WHAT? Professionalism	HOW? How we accredit professionalism	WHY? Accredited professionalism	WHO? Accredited professionals
<ul style="list-style-type: none"> – working in the public interest – adhering to a Code of conduct – being subject to assessment of competence – maintaining and enhancing skills and knowledge – being accountable under professional conduct and disciplinary processes 	<ul style="list-style-type: none"> – we assess membership applications rigorously, effectively and transparently against our standards – we investigate professional conduct fairly, proportionately and robustly against our standards 	<ul style="list-style-type: none"> – encourages better practice and service – raises the profile of archaeology – encourages the recognition of archaeology as a skilled profession 	<ul style="list-style-type: none"> – are distinguished from those who have not committed to sector standards – offer recourse where unprofessional conduct is suspected – demonstrate competence – give confidence – reduce risk

Fig. 1 CifA's expression of the principles of professionalism.

uing Professional Development courses, fieldwork training and university courses in archaeology – or at least that element of the course that provides vocational skills that are assessed through the individual accreditation processes. CifA is also practised at influencing legislation and government policies affecting the historic environment and archaeology in the UK jurisdictions, and hopes that in due course it will be similarly effective elsewhere.

This paper does not explore those many achievements in detail but reports on some important CifA activities between September 2017 and August 2018. CifA has been working with its partners, including four archaeological organisations with which it has formal *memoranda of understanding*: the Register of Professional Archaeologists (RPA), the Institute of Archaeologists of Ireland (IAI) the European Association of Archaeologists (EAA) and the Deutsche Gesellschaft für Ur- und Frühgeschichte (DGUF). The purpose of these memoranda was to put informal collaboration on a more formal footing: while not watertight legal contracts, they document a good working relationship, and record what had previously been side-agreements about modest commercial collaborations, cost-sharing and discounts. Perhaps most importantly, the memoranda set out the roles and remits of the partner organisations, identifying where aims and objectives are the same and where they differ, and describing how the two bodies will act in complementary not competitive ways. Such self-analysis is useful in establishing mutual respect, boundaries and expected behaviour, guiding those with influence who were not party to the initial agreement – including the members of the organisations. CifA, which began in the UK, is keen to offer its support to archaeologists globally, but only when invited to do so by local or national groups. It is easy for feel-

ings of territoriality or a sense of invasion to arise: the memoranda with non-UK bodies are intended to reassure, and of course to discourage behaviour that might exacerbate such sentiments.

CifA is a very busy organisation with many initiatives, and we choose here to highlight just a few (for more information see CifA, 2018).

When this paper was given at the August 2018 EAA conference in Barcelona, CifA had 3827 'members' (in 40 countries), 2880 of which it had accredited as CifA professionals. The number of accredited professionals had increased by 15% in the year. It was noted that 82% of UK job advertisements had specified CifA accreditation as desirable or essential. CifA also had 79 Registered Organisations. In the past year it had received 15 complaints about CifA professionals and Registered Organisations, six of which had led to formal investigations of potential breaches of the Code of conduct. In the same year 28 Registered Organisations had been inspected by a visiting panel of archaeologists on behalf of CifA. Three conditions of registration had been imposed, and 62 recommendations for improvement had been issued.

During the year CifA had published three professional practice papers (they were COLLETT, 2017; MITCHELL & BRICKLEY, 2017; WAIT, 2017), and had held 46 seminars, workshops and CPD events. It had made 46 responses to government and other consultations concerning or potentially affecting archaeology: in the UK at least CifA is a powerful and authoritative voice, influencing the governments' legislation policies on archaeology and related matters (for example spatial planning).

CifA also had 20 groups, or communities of interest (CifA, 2019d). Sixteen were (and are) 'special interest' groups, serving topics as diverse as buildings, marine, forensic, finds, graphics and commu-

nity archaeology, supporting specialists in information management, archives, project management; research and impact, equality and diversity, human osteology, geophysics and the 'new generation'. Four of them are 'area' groups, for Scotland, Wales/Cymru, London and the newest, Deutschland.

Perhaps the most significant activity in the period is the development of a new, high-level accreditation that will be recognised across professions: Chartered Archaeologist (CifA, 2019a). The 'Chartered' designation is an internationally recognised, externally verified mark of professionalism. If made available to archaeologists it would give us parity of status with other chartered professionals. Chartered professions originated in the UK from professional associations incorporated under a charter issued by the monarch. They are recognised across the English-speaking world, in the Commonwealth and former UK colonies, and the 'chartered' term is used in translation in several European countries. The 'official' list contains 78 designations (PRIVY COUNCIL, 2018), with subsets for different specialisms (there are 21 sorts of Chartered Surveyors!): Chartered Accountants, Chartered Engineers and Chartered Architects are well known; Chartered Physiotherapist, Chartered Horticulturalist and Chartered Environmentalist perhaps less so. Chartered Archaeologist would enhance public and client confidence and give us greater credibility as a 21st-century profession acting in the public interest. It would also make the profession of archaeology more attractive as a career by providing a further opportunity for progression, extending career pathways and making them more rewarding: in doing so it would both attract new people into the profession, changing its less than diverse demographic, and encourage those already in to stay with the profession for longer. Recognition of our discipline as a chartered profession should change the views of those that have not yet seen archaeology as a true profession, and encourage talented young people (and their parents and teachers) to see archaeology as a credible and respected alternative to law, medicine, engineering etc.

The proposals are based on guidance from the UK Privy Council, which needs to approve on behalf of the Head of State an amendment to CifA's Charter, its constitutional document, permitting it to award Chartered Archaeologist status. They take account of the practices of other chartered professions, and – of course – responses to extensive consultation with CifA professionals and other archaeologists. The current proposals are that the competence criteria are the same as for MCifA (Member) accreditation (CifA, 2019b; 2019c), but to attain this more

prestigious accreditation there are higher evidence requirements. CifA would use the same process for assessing technical ability as it does for MCifA, a statement of competence with a supporting portfolio of work and references, but would introduce an enhanced examination of ethical ability. This would include an interview in which the candidate would need to demonstrate their understanding of the legislative and policy framework(s) relevant to their work, and of professional ethics, standards and regulation – probably through an exploration of ethical challenges they have encountered and managed in their work. They would also need to show their commitment to their own development and to the development of the profession and discipline, and how they have maintained their abilities through continuing professional development (CPD). Accreditation as a Chartered Archaeologist would be time-limited, so that CifA can assess, by some means, that the practitioner continues to meet these demanding requirements.

CifA Deutschland

How did CifA Deutschland start?

During recent years, voices of increasing dissatisfaction about the lack of a self-regulating professional institute for German archaeologists grew louder and louder (SIEGMUND, 2018). These concerns resulted in an online conference in spring 2017 (6th March to 9th June). The participants discussed whether Germany needs a professional association and if so, what should it look like: The conference on 4th July 2017 in Mainz was hosted by DGUF and followed with interest by CifA (DGUF, 2017). As the online debate proceeded, more and more aspects were defined: it was apparent that we needed an association that includes all areas of the profession of archaeology, which defines clearly who is a professional archaeologist, that publishes an ethical code and takes action if the code is violated etc., all of which matched the profile of CifA. It was argued by many that creating a new German organisation from nothing would take decades of work and many thousands of Euros, and to do so would not be an efficient, and probably not an effective, use of resources, when an organisation already existed with the necessary characteristics and resources other than a strong cadre of German archaeologists with a sound understanding of German archaeology works (and sometimes doesn't work as well as it should). It was recognised that CifA has more than thirty years of experience as a professional association for archaeologists and

therefore had valuable knowledge, systems and skills which they were willing to provide to support the setting up of a professional association in Germany. Responding to those views, CifA offered in June 2017 to support a German branch of CifA (LENNOX, 2017). On an evening event on 4th July 2017 held by CifA in Mainz, about 50 supporters stated their interest in setting up CifA Deutschland. CifA also announced that this process would be financially supported by creating a half-time-post for a German coordinator, to which Michaela Schauer was appointed.

CifA's reasons for offering support to German colleagues are the same as for its work elsewhere: that archaeologists, whether paid or voluntary, can best serve the public by agreeing to be bound by an ethical code, demonstrating necessary technical and ethical competence, and submitting to the oversight of their peers. It argues that archaeologists study – and care for – the past through its physical remains. These remains whether built, buried, on land or underwater, extraordinary or everyday, magnificent or mundane all contribute to our historic environment. The resources of the historic environment, like those of the natural environment, are for the benefit of everyone in society, today and in the future, and need to be treated with care and expertise. Archaeologists have a unique set of skills to tap into these resources – to find them, to explore them, to manage them and to realise their full potential for education and research, the improvement of our environment and the enrichment of people's lives. We have a duty to society to fulfil this role, and we can achieve that through professionalism (IfA, 2010).

This philosophy means that – contrary to common perception – CifA as a professional institute does not exist primarily to serve the interests of its members, but to those of the public. It protects immediate commercial clients and the ultimate customer, the public, from bad archaeology. That said, if we can exercise the skills, integrity and versatility to ensure that archaeology brings real benefits to people's daily lives, then we will bring recognition, respect and reward to our profession. This was the proposition from which CifA Deutschland was created.

CifA Deutschland's first year

Following the evening event, the setting up of CifA Deutschland started immediately: the CifA Deutschland-logo, the website (CifA, 2019e), a first Wikipedia-article (CifA, 2019f) and an information letter (CifA, 2019g) was sent to all those who had

expressed interest. In September the documents for personal accreditation and the matrix of competence were translated and online (CifA, 2019h). These first steps were very important as by translating the key guidance on the accreditation for individuals (PCifA, ACifA, MCifA) Germans had access to the accreditation in their own language. This made plain the opportunity and benefits of having a system for assessing and approving the technical and ethical competence of archaeologists (see more above). As early as November 2017 the first meeting of the working committee of CifA Deutschland took place and the proposal of CifA Deutschland to be recognized as area group was handed on to the CifA Board. The acceptance of this proposal by CifA was very important, as it gave CifA Deutschland a mandate officially to represent CifA in Germany, and having a say in the decisions CifA makes. Consolidating these steps, Gerry Wait and Michaela Schauer published an article (WAIT & SCHAUER, 2018) to promote CifA Deutschland to the public.

In January 2018 one of CifA's centrepieces, the Code of conduct, was translated and available online (CifA, 2019h). This code sets out the ethical behaviour expected in an archaeological common sense, and is binding on every accredited member. To have the gospel in German makes it much easier for accredited members to understand how to comply with their professional obligations. A working group 'German Registered Organisations' was set up to identify how the CifA's Registered Organisation scheme could meet German law and needs (CifA, 2019i) and what additional provision might need to be made. As a big milestone, CifA Deutschland was accepted as area group by CifA in February 2018 (LENNOX, 2018a).

The achievements of CifA Deutschland until that point were summed up in a paper by Sebastian Sommer and Michaela Schauer (SCHAUER & SOMMER, 2018). The application forms for students/affiliates were eventually translated and accessible online (CifA, 2019h) which also made it much easier for German archaeologists to become non-accredited members. By March 2018 CifA Deutschland was able to send representatives to one of the most important meetings of German archaeologists, the 23rd meeting of MOVA (Mittel- und Ostdeutscher Verband für Altertumsforschung e.V.) and WSVA (West- und Süddeutscher Verband für Altertumsforschung e.V.) in Halle. This was very important for the development of CifA Deutschland as for the first time German archaeologists could get in touch with CifA – and CifA Deutschland was able to learn

more about the fears, problems and hopes of German archaeologists. This was crucial for laying out the next steps for Cifa Deutschland. One of the results was the working group 'Training professionals' which aims to sum up what kinds of training is available for archaeologists (and those who want to become archaeologists) in Germany and how the Cifa-training-system could be applied and adopted (Cifa, 2019i).

The first AGM took place on the 12th of May 2018. The group committee was elected and the Cifa model group constitution was adopted by the members of Cifa Deutschland. The accepting of the constitution can only be done by the members. By doing so Cifa Deutschland was formally constituted as part of Cifa. With 21 participants out of 57 Cifa Deutschland members at that time, the AGM can be considered a great success (Cifa, 2019g). Following the AGM a *Memorandum of Understanding* between Cifa and DGUF was ratified. It states that both organisations will support each other in their work and defines how they will collaborate in the future (LENNOX, 2018b).

In June 2018 an FAQ was put online. It can also be printed and used as guideline during discussions (Cifa, 2019j). It helps members, interested and critics to get a better understanding of the work of Cifa Deutschland as a professional association. In July 2018 Cifa Deutschland upgraded its circular letters to an occasional newsletter (Cifa, 2019k), initially with c. 90 subscribers, covering topics that are of most interest to German professional archaeologists. By August 2018 the Cifa Deutschland constitution was accepted by the Cifa Board, and published (Cifa, 2019g).

In 2019 Cifa Deutschland will focus on translating more important documents and on adapting the system for the registration for companies so that it has the same benefits in Germany as it has for accredited companies in the UK. In the UK the registration of organisations has proved a very effective way of improving the quality of archaeological work, especially in the commercial sphere. The scheme regulates the entities that are commissioned or authorised to undertake the work, and so provides a strong link between the commercial contract between archaeological company and client and the professional compact between the organisation and Cifa, ie compliance with the Code of conduct. The open consultation for comments on the developed German system of Registered Organisations started in March 2019. Furthermore Cifa Deutschland will work on papers concerning important professional issues such as wages and contracts.

Literature

- Cifa (2017a). Key facts about the Registered Organisation scheme. *The Archaeologist* 101, 7.
- Cifa (2017b). How the Registered Organisation scheme works to maintain and improve standards in archaeology. *The Archaeologist* 101, 4-6.
- Cifa (2018). *Annual Review 2017/2018*. <https://www.archaeologists.net/sites/default/files/Cifa%20Annual%20Review%202018%201308%20digital.pdf> [25.1.2019].
- Cifa (2019a). *The introduction of a Chartered Archaeologist grade of accreditation*. https://www.archaeologists.net/sites/default/files/Proposal%20for%20Cifa%20Chartered%20Archaeologist_Jan%202019.pdf [25.1.2019].
- Cifa (2019b). *The three accredited member grades*. <https://www.archaeologists.net/accreditedgrades> [25.1.2019].
- Cifa (2019c). *Application guide*. <https://www.archaeologists.net/sites/default/files/0119%20Cifa%20Application%20Guide%20-%20accredited.pdf> [25.1.2019].
- Cifa (2019d). *Cifa Area and Special Interest Groups*. <https://www.archaeologists.net/groups> [25.1.2019].
- Cifa (2019e). *Deutschland Area Group*. <https://www.cifa-deutschland.de> [25.1.2019].
- Cifa (2019f). *Chartered Institute for Archaeologists*. https://de.wikipedia.org/wiki/Chartered_Institute_for_Archaeologists [25.1.2019].
- Cifa (2019g). *Weitere Informationen*. <https://www.archaeologists.net/weitere-informationen> [25.1.2019].
- Cifa (2019h). *Mitglied werden*. <https://www.archaeologists.net/mitglied-werden> [25.1.2019].
- Cifa (2019i). *Cifa Deutschland Arbeitsgruppen*. <https://www.archaeologists.net/cifa-deutschland-arbeitsgruppen> [25.1.2019].
- Cifa (2019j). *Cifa Deutschland FAQ*. <https://www.archaeologists.net/cifa-deutschland-faq> [25.1.2019].
- Cifa (2019k). *Cifa Deutschland Newsletter*. <https://www.archaeologists.net/cifa-deutschland-newsletter> [25.1.2019].
- Collett, L. (2017). *An introduction to drawing archaeological pottery*. Revised edition. Reading: Cifa.
- DGUF (2017). *DGUF-Tagung 2017: Ein Berufsverband für die Archäologie?* <http://www.dguf.de/berufsverband.html> [25.1.2019].
- Holgate, R. (2017). The Registered Organisation scheme: an introduction. *The Archaeologist* 101, 2-3.

- IfA (2010). *Strategic plan: summary document*. <https://www.archaeologists.net/sites/default/files/Stratplansummary.pdf> [25.1.2019].
- Lennox, R. (2017). *German archaeologists seeking to create a professional association*. <https://www.archaeologists.net/news/german-archaeologists-seeking-create-professional-association-1496321403> [25.1.2019].
- Lennox, R. (2018a). *Cifa announces the formal launch of Cifa Deutschland*. <https://www.archaeologists.net/news/cifa-announces-formal-launch-cifa-deutschland-1518425844> [25.1.2019].
- Lennox, R. (2018b). *Cifa and DGUF to sign memorandum of understanding*. <https://www.archaeologists.net/news/cifa-and-dguf-sign-memorandum-understanding-1526572763> [25.1.2019].
- Mitchell, P. D. & Brickley, M. (2017). *Updated guidelines to the standards for recording human remains*. https://www.archaeologists.net/sites/default/files/14_Updated%20Guidelines%20to%20the%20Standards%20for%20Recording%20Human%20Remains%20digital.pdf [25.1.2019].
- Privy Council (2018). *Privy Council list of approved Individual UK Chartered Designations*. <http://privycouncil.independent.gov.uk/wp-content/uploads/2018/11/2018-11-08-Updated-list-of-Approved-Charter-Designations.pdf> [10.4.2019].
- Schauer, M. & Sommer, S. (2018). Die Gründung von Cifa Deutschland als Regionalgruppe des Chartered Institute for Archaeologists. *Archäologische Informationen* 41, 337-340.
- Siegmund, F. (2018). Ergebnisse der DGUF-Umfrage „Berufsverband Archäologie“ im Herbst 2016. *Archäologische Informationen* 41, 21-30.
- Wait, G. (2017). *An introduction to professional ethics*. <https://www.archaeologists.net/sites/default/files/03.%20Cifa%20Ethics%20Practice%20Paper%20digital.pdf> [25.1.2019].
- Wait, G. & Schauer, M. (2018). Der Gründungsprozess von Cifa Deutschland als Berufsverband – Anlass, Hintergründe und Zukunftsvision. *Archäologische Informationen* 41, 109-116.

About the authors

MICHAELA SCHAUER, Senior Coordinator, Germany. Michaela Schauer joined Cifa in November 2017 but had already started to work as Coordinator for Cifa Deutschland in July 2017. Michaela worked for several years in commercial archaeology, as well as in museums and universities. She works part-time for Cifa and is also working at the Ludwig Maximilians University of Munich as a Research Assistant for pXRF analysis and is writing her PhD. Her main job for Cifa is to support Germans with their applications for Cifa membership and to promote Cifa to German archaeologists and the public. If you are interested to learn more about Cifa in Germany please write to cifa.deutschland@archaeologists.net

PETER HINTON is Cifa's Chief Executive. Before starting with Cifa in 1997 Peter worked for the Museum of London, originally as a volunteer excavator and later as a senior manager responsible for post-excavation processes (finds, environmental, illustration and publication work). Driven by a desire to raise the quality of archaeological work, and public benefit from it, he is keen to raise the profile of archaeology, especially with other professions and with politicians. Peter can be contacted at peter.hinton@archaeologists.net

<http://orcid.org/0000-0001-7514-7187>

<https://orcid.org/0000-0002-2856-9560>