

ANTH 495: Field Placement (Bodo Archaeological Centre) **(Summer 2025)** **APPLICATION**

Once again, the Department of Anthropology is excited to announce an opportunity for 2-4 students to gain an incredible set of professional skills by completing an internship at the Bodo Archaeological Centre. This internship will not only give you course credits, but you will gain a diverse set of skills which you will be able to apply to future employment opportunities in archaeology, education, public programming, or beyond.

The Bodo Archaeological Site & Centre offers experiential educational programs for people of all ages. The focus of this internship is to assist with the planning and delivery of these programs.

To be considered for acceptance in this course, you not only need to have the formal academic prerequisites (minimum grade of C- in ANTH 206), but you must also demonstrate your suitability for the demands and requirements of working at a public archaeology facility in rural Alberta. Due to the nature of the opportunity, there are only a limited number of spots available. The internship will be 4-8 weeks long and take place between June and August 2025.



Registration for the Course

Students must submit a formal application by **4:30 pm, Friday, April 18, 2025**, after which interviews with prospective applicants will be conducted (see below). All successful applicants will be asked to commit to the course by paying a non-refundable deposit of \$500. All other suitable applicants will be placed on a waiting list. Once we have a list of students committed to the course and have received their deposit cheques, this list of students' names will be registered in the course by the Registrar's Office.

Selection Process & Criteria

A committee consisting of at least one Anthropology Faculty plus a representative from the Bodo Archaeological Society will select students. Priority will be given to Anthropology Majors and Minors in their second year or higher, but Majors in other disciplines who have completed the prerequisites are also welcome to apply.

Prerequisites

Students must have the prerequisites of a minimum grade **C- in ANTH 206**. Alternative prerequisites will be considered at the discretion of the selection committee. Selection will be based on the overall quality of the application and interview, the student's experience and interest in the course, demonstrated team and interpersonal skills, and external references.

Application Requirements Checklist

- ☐ Complete application form (attached below).
- ☐ Provide a personal statement of 500 words or fewer, indicating why you want to be a part of this course. In the statement please include the following: your goals and objectives in taking the course; your background and interest in archaeology; your experience of working in groups; the extent to which you have experience in public presentations, and how you anticipate dealing with living in rural Alberta for 2 months.
- ☐ Provide a brief résumé highlighting any educational, work and volunteer experience, and language skills that you have that might be relevant or useful for this course.
- ☐ References: please provide the names and contact information (phone and email address) of three people (non-relatives) who know you well. Referees should be prepared to state how long they have known the applicant and in what capacity (student, employee, athlete, co-worker, etc.), and to discuss the applicant's effectiveness as a team member and their strength and weaknesses working in a group setting. Finally, we will also ask about the applicant's ability to engage in physically demanding labour.
- ☐ Transcript – a copy of your unofficial transcripts
- ☐ Other Requirements – although the following are not required as part of the *application* process, before going to Bodo, you must satisfy the following requirements:
 - a. Undergo a criminal record check (because you will be working with children)
 - b. Obtain valid first aid and CPR training
 - c. You will be expected to live near Bodo, Alberta during the internship and weekend work will be required.





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APPLICATION FORM
Incomplete, illegible or late applications will not be considered.

Name: _____
Surname First Name

Address: _____
Apt./Street Address

City Province Postal Code

Telephone Numbers: Home: _____ Cell: _____

MacEwan E-Mail (mymail) Address: _____

University Policy E3101 Student Rights and Responsibilities makes it a student responsibility to read e-mail sent to your University generated e-mail account (MyMail). University departments and programs in connection with this Application may choose to send official University correspondence through your MyMail account, so it is important that you monitor your MyMail e-mails carefully and regularly. Note that directions for forwarding this e-mail account to another account that you use more frequently are contained at mymacewan.ca

Programme: _____ Major (if applicable): _____

Year of Programme: _____

Student I.D. Number: _____

By June 2025, will you have completed the prerequisite (ANTH 206) for this course? Yes _____ No _____

Which other courses have you taken that would be relevant to this course?

Applicant's Signature: _____ Date: _____

Please submit completed application form to:

Courtney Lakevold, Programs Manager/Archaeologist

Bodo Archaeological Society

P.O. Box 1781 Provost, Alberta T0B 3S0

E-mail: bodoarchaeology@gmail.com (Please include Anth 495 in the subject line)

*E-mail submissions are preferred.

Date & Time Application Received (for office use only): _____