



The **American Center of Research**, a nonprofit institution dedicated to advancing knowledge of Jordan and the interconnected region, past and present, seeks a **Project Co-Director** for its collaborative effort to help *develop and populate a national object database* for the Kingdom of Jordan. This multi-year project is undertaken in partnership with Jordan's Department of Antiquities. While the position is expected to be resident in Amman, Jordan, work may begin remotely from anywhere in the world.

The position is one of two project co-directors with full responsibility for this major initiative. The holder of this position must have demonstrated experience and expertise in **database management and/or development**, preferably in relation to museums, archaeological collections, or similar archives. This position is *not* required to have knowledge of Jordan, the history of the region, or its chronology (areas covered by the other co-director), although such would be helpful. Specific experience with ICMS, Re:Discovery, and/or KE Emu should feature in the cover letter and be supported by work experience in the resume. This position requires the ability to train others and necessitates hands-on work with both objects and the database. Experience with other database formats (e.g., Excel, Access, FileMaker) is essential, as importing from legacy systems will be a significant component of the work. Two to four full-time project staff focused on data entry and checking are expected to report to this position.

At least five years' relevant experience is required; a combination of formal education and demonstrable work experience is accepted and should be explained in the cover letter. Anyone with sufficient experience will be considered. A postgraduate degree is not required, although formal education in art, antiquities, archaeology, cultural heritage, curation, museums management, heritage management, or similar of the Middle East would be ideal. A demonstrated capacity for the timely completion of complex tasks is required. Fluency in spoken and written English is required; capacity in Arabic is not required, but helpful.

The successful candidate will be required to represent the project in varied public, private, governmental, and academic venues and must be able to articulate the American Center's values and mission. Demonstrated experience working with varied stakeholders, including scholars, government officials, and the public, is important and should be spoken to by references (if asked).

To apply: Please send a letter of interest, names and contact information for three references, and current resume or CV to opportunity@acorjordan.org. References will be contacted directly by us, as needed. Only candidates who have been selected for an interview will be contacted. Salary will be based on experience. The American Center of Research contributes to social security/retirement, provides health, life, and dental insurance, annual paid vacation, holidays, and other benefits.

Review of applications will begin **August 15th, 2022**, and continue until the position is filled. Expected start date is late September or October 2022. Proof of completed vaccination for COVID-19 is required prior to employment.

The American Center of Research is an equal-opportunity employer. Employment decisions including hiring, termination, promotion, and wages and privileges will be made without regard to race, color, religion, sex, national origin, ancestry, age, disability, or any other classification protected by law.

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