



The Gault School of Archaeological Research



Volunteer Guide

Welcome!



Dr. Michael Collins
Chairman



Dr. Clark Wernecke
Executive Director

More than 4,000 volunteers just like you have worked on Gault and other GSAR projects since 1999. Educating the public about archaeology and allowing them to experience what archaeology is all about is one of our non-profit's primary missions. We're happy that you would like to join us.

The information in this guide is designed to give you an idea of what volunteering for the GSAR is like – what to expect in the field and lab. Our staff is here to help you so please feel free to ask questions before, during and after your archaeological experience. We hope that you will return to work with us again and again.

Archaeology can be grueling work but we also feel it can be a lot of fun (and educational) as we try to reconstruct the lives of the earliest peoples in the Americas. On behalf of the Gault School of Archaeological Research we would like to welcome you and thank you for your support.

How Can I Get Involved? Volunteer Opportunities

There are many opportunities for volunteering with the GSAR. Some are:

- **Archaeological Fieldwork:** primarily excavation and screening though we do occasionally have need for volunteers to help in surveying or testing. There often is a great deal of physical labor involved such as digging, carrying and lifting. You are likely to get dirty and/or wet and there are long periods of standing or kneeling. No experience is required – we will train you in procedures and paperwork. We are no

longer working at the Gault Site but we have numerous other opportunities in central Texas.

- Other work in the Field: we also need people to help us with campus maintenance, construction and conservation work. This has included lawn mowing, juniper and deadfall removal, remodeling, trail building, and plumbing. There are also groups that do quarterly surveys of the bird and plant communities at the site.
- Lab work: once artifacts are excavated they come to the lab to be washed, sorted, analyzed and curated. Volunteer positions in the lab are a lot easier physically and can be more time flexible. Lab work is done on weekdays and we do request that you commit to a schedule even if it is only two hours a week.
- Other ways you can help! GSAR: our non-profit is in need of and always looking for those who are willing to share their unique skills by lending their time and expertise over a wide variety of opportunities. We are looking for docents to help out during on-site tours. In order to achieve and maintain our mission objective and goals, education and public outreach programs are a vital part of our success. We need volunteers who enjoy and are willing to demonstrate their expertise in flintknapping or atlatl skills. Other opportunities include serving on our financial or education committees; by taking charge of a special event or coordinating speaker presentations. Do you or perhaps someone you know have a special talent or skill? Do you or someone you know have a special skill or talent that you are willing to share or put to work for the Gault School?

How Do I Get Started?

How to volunteer: Contact our volunteer coordinator, Nancy Williams, or the Executive Director, Clark Wernecke and let us know what you are interested in. If you are interested in specific fieldwork dates you must reserve a spot with our volunteer coordinator – the number we can take on any one day is limited. Field volunteers must be members of the GSAR – you can bring a membership form with you.

Nancy Williams nvelchoff@gaultschool.org
D. Clark Wernecke cwernecke@gaultschool.org

Other ways to help: Contact us for more information regarding GSAR educational and public outreach programs or if you are interested in helping the GSAR.

D. Clark Wernecke cwernecke@gaultschool.org

If you decide to volunteer it is important that you follow through, especially with field and lab work. Many of these opportunities are limited as to the number of volunteers we can take for any day and no-shows effectively bar others from participating.

What to expect in the field

We require a properly filled out excavation waiver before you participate. There is a waiver attached to this package for your convenience.

The work: Fieldwork can vary from survey (basically walking a property looking for signs of previous inhabitants) to testing which involves everything from small shovel holes to large meter-plus excavations. Should we find a site we are interested in more extensive fieldwork will be required.

Temperatures and Clothing: if you're not familiar with the weather in Texas you'll find it anything its variable. Temperatures on our Central Texas projects have ranged from 8 degrees to 114 degrees depending on day and season. In the winter we suggest layering while in the summer tee shirts with either long pants or shorts are just fine. Sturdy shoes – preferably boots, hikers or sneakers are fine but no sandals or bare feet. A good hat, gloves, bandanna, sun block and insect repellent are also good ideas.

Equipment: we have equipment for first time volunteers. You should bring a lunch, snacks and a water bottle. If you decide to join us regularly we suggest: knee pads or a kneeling pad, a 5” pointing trowel, a 3 meter (must be metric) retractable tape, a plumb bob, mechanical pencils, fine and regular point black Sharpie markers. If you do bring your own equipment please make sure it's clearly labeled.

Legal mumbo jumbo: before you are allowed to excavate we must have a signed waiver for you – there is one attached to this introductory package.

What to expect in the lab

Air conditioning and chairs set this distinctly apart from work in the field. Lab work varies from washing the incoming artifacts and doing the initial sort to long term projects undertaken with our analysts. Work assigned to volunteers primarily differs according to schedules and commitment. One-time

volunteers generally work at processing incoming artifacts while long-term volunteers get integrated into more complex projects.

Our lab is located at Texas State University in San Marcos in the Pecos building. Maps of Texas State can be found here: www.maps.txstate.edu and directions to our offices in Pecos 108 can be found on our website (under "Contact Us"). Like most universities Texas State is short on parking. There are limited free spaces in areas off campus and pay garages on campuses. Longer term volunteers may be eligible to buy temporary parking permits at a reduced rate.

How to get there

If you express an interest in fieldwork we will put you on an email list. Our field director sends out emails to that list specifying when and where he needs volunteers. If you can make that date reply to the message and you will be given directions to the site in question.



RELEASE AND WAIVER OF LIABILITY

PLEASE READ CAREFULLY!

THIS IS A LEGAL DOCUMENT THAT AFFECTS YOUR LEGAL RIGHTS!

This Release and Waiver of Liability (the "release") is executed on this (date), _____ by (name) _____, in favor of the Gault School of Archaeological Research, a Texas non-profit corporation, (hereinafter referred to as "GSAR"), its directors, officers, employees, representatives, agents, successors, heirs, and assigns, and that I desire to work as a volunteer for the GSAR and engage in the activities released to being a volunteer. I understand that the activities may include archaeological field and lab work as well as site maintenance duties.

I do hereby freely, voluntarily and without duress execute this Release under the following terms:

1. **Waiver and Release.** I do hereby release and forever discharge and hold harmless the GSAR, its directors, officers, employees, representatives, agents, successors, heirs, and assigns from any and all liability, claims and demands of any kind or nature, either in law or in equity, which arise or may heretofore arise from my work for the GSAR.
 - a. I understand and acknowledge that this Release discharges GSAR, its directors, officers, employees, representatives, agents, successors, heirs, and assigns from any liability or claim I may have against GSAR with respect to any bodily injury, personal injury, illness, death or property damage that may result from my work for GSAR, whether caused by the negligence of GSAR or its directors, officers, employees, representatives, agents, successors, heirs, and assigns.
 - b. I also understand that, except as otherwise agreed to by GSAR in writing, GSAR, its directors, officers, employees, representatives, agents, successors, heirs, and assigns does not assume any responsibility for or obligation to provide financial assistance or other assistance, including but not limited to medical, health or disability insurance, in the event of injury or illness.
2. **Medical Treatment.** I do hereby release and forever discharge GSAR, its directors, officers, employees, representatives, agents, successors, heirs, and assigns from any claim whatsoever that arises or may hereafter arise on account of any first aid, treatment or service rendered in connection with the my work for GSAR.
3. **Assumption of the Risk.** I understand that the work for GSAR may include activities that may be hazardous to me, including, but not limited to, exposure to poisonous plants, wildlife, excavation and use of hand and power tools. I understand that while working for GSAR, I will work under control, and in a careful, prudent manner. I will avoid careless and reckless behavior while working for GSAR or while on the job site, and agrees he will heed the instruction of the authorized GSAR Site Manager. Violation of this agreement shall be grounds for the GSAR Site Manager to remove me from the GSAR site. I hereby release, agree to hold harmless and indemnify GSAR, its directors, officers, employees, representatives, agents, successors, heirs, and assigns from any and all liability for damage and/or injury to me or to any other person or property resulting from its directors, officers, employees, representatives, agents, successors, heirs, and assigns, including subcontractors. I accept full responsibility for any and all such damage and/or injury, which may result from or during my work with the GSAR.
4. **Insurance.** I understand that, except as otherwise agreed to by GSAR in writing; GSAR does not carry or maintain health, medical or disability insurance coverage for any volunteer, and that each volunteer is expected and encouraged to obtain his/her own medical health insurance coverage.
5. **Photographic Release.** I approve the use by the GSAR, its directors, officers, employees, representatives, agents, successors, heirs, and assigns and other sponsoring organizations of any photographs of me or members of my family taken by approved photographers during scheduled GSAR activities for use in publications or publicity and promotional projects as deemed appropriate.
6. **Publication.** I acknowledge that all information obtained by me during my participation in GSAR activities, including any cultural remains, samples, reports, drawings, plans, maps, summaries, written material, measurements, locations, photographs, video, analysis, or other such related information is the exclusive property of the GSAR or its directors, officers, employees, representatives, agents, successors, heirs, and assigns. I fully acknowledge that I may not cause to be published or reported, either orally or in writing, any of the above described information to any third persons without obtaining the express written consent of the GSAR or its directors, officers, employees, representatives, agents, successors, heirs, and assigns. I agree to be fully bound by the laws of the State of Texas in the event of any unauthorized publication of those materials initiated by me.



THE GAULT SCHOOL OF *ARCHAEOLOGICAL RESEARCH*

- 7. **Other.** I expressly agree that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Texas and that this Release shall be governed by and interpreted in accordance with the laws of the State of Texas. I agree that in the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions of this Release which shall continue to be enforceable.
- 8. By executing in the space provided below, I **AGREE TO RELEASE, INDEMNIFY, PROTECT, DEFEND, AND HOLD HARMLESS** GSAR, its directors, officers, employees, representatives, agents, successors, heirs, and assigns, from and against any and all claims, costs, demands, causes of action, suits or other litigation (including all costs, thereof and attorneys fees) and from any and all liabilities, losses, damages, or expenses arising through, in connections with or in favor of myself, my family, heirs, executors, personal representatives, agents, or employees, on account of personal injuries, death or damage to property in any way occurring, incident to, arising out of, or in connection with service or materials to be furnished by me or work to be performed by me under this agreement, regardless of whether or not caused by the joint, concurrent or sole negligence, fault or strict liability of the GSAR its directors, officers, employees, representatives, agents, successors, heirs, and assigns.

Volunteer: _____
Print Name

Witness: _____
Print Name

Volunteer: _____
Signature

Witness: _____
Signature

Date: _____

Date: _____

Address: _____ City _____,

State **ZIP** _____

Phone (H): _____

Phone (W): _____

Emergency Contact Name: _____ Emergency Phone _____

If volunteer is under 18 years of age please have parent or legal guardian sign below.

I agree to all of the above on behalf of myself, my spouse, my children, our heirs, successors, assigns, agents or representatives.

Signature of Parent or Guardian: _____ Date: _____
Signature

Print Name: _____