CURRICULUM VITAE

Jenna Lavin

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EDUCATION:

Tertiary

2011	Continued Professional Development Course in Urban Conservation Management (University of Cape Town) Part I and Part II
2010	M.Sc. with Distinction in Archaeology (University of Cape Town) Title: *Palaeoecology of the KBS member of the Koobi Fora Formation: Implications for Pleistocene Hominin Behaviour*.
2007	B.Sc. Honours in Archaeology (University of Cape Town) Title: *The Lost Tribes of the Peninsula: An Investigation into the historical distribution of Chacma baboons (Papio ursinus) at the Cape Peninsula, South Africa*. Koobi Fora Field School, Rutgers University (U.S.A.)/ National Museums of Kenya
2006	B.Sc. Archaeology (University of Cape Town) B.Sc. Environmental and Geographic Science (University of Cape Town)

Secondary

1999-2003	Rustenburg High School for Girls Firsts in English, Afrikaans, Mathematics HG, Biology HG, History HG, Entrepreneurship.

EMPLOYMENT HISTORY:

PROFESSIONAL DEVELOPMENT
Environmental and Heritage Management:

- ***Director: Heritage for CTS heritage and member of OpenHeritage NPC.***

July 2016 to present

I am a member of the senior management of the company. I am responsible for project management and quality control on all of our heritage-related projects. I provide specialist heritage expertise when required and assist with the drafting of management plans, NIDs, heritage impact assessments and other specialist heritage reports. I liaise with clients, authorities and other specialists to ensure the highest quality product from CTS Heritage. I manage the budgets and financial compliance for all our projects and for the business in general. I also manage the staff in the Heritage Directorate.

I have been involved in developing the online map for the National Resistance and Liberation Heritage Route with DAC, contributing to the Stellenbosch Municipal Heritage Survey (SMHS) among other large-scale projects. The SMHS won an award in 2019. In addition to the SMHS, I have also worked on Municipal Inventories in terms of section 30 of the NHRA within the City of

Cape Town as well as in Saldanha Bay Municipality and Greyton. I have also assisted in drafting the World Heritage Nomination for the "Origins of Modern Humans" serial nomination. In addition, between 2016 and 2020 I have completed over 100 Heritage Impact Assessments, Archaeological Impact Assessments and Heritage Screening Assessments across South Africa.

Through OpenHeritage, I have been intimately involved with the development, and successful implementation of a digital heritage objects management system for the National Museum in Kenya as well as Tristan da Cuhna. We are in the process of rolling out the same system to the new Lesotho National Museum.

- ***Assistant Director for Policy, Research and Planning at Heritage Western Cape (HWC).***
August 2014 to June 2016

As a member of the management structure of HWC, I was responsible for the drafting of new heritage related policy, the grading and declaration of Provincial Heritage Sites, the development of Conservation Management Plans, facilitating the development of inventories of heritage resources through local authorities as well as managing the development of the Western Cape's Heritage Information Management System (HIMS). I was also responsible for managing the project to nominate the Modern Human Origins proposed World Heritage Site.

In this position, on behalf of HWC I engaged with DEADP regarding the development of a Standard Operation Procedure in terms of section 38(8) of the NHRA. Furthermore, I engaged with the CoCT and other Local Authorities in terms of the process around the delegation of powers in terms of the NHRA.

I performed the role of Acting Deputy Director for HWC from April to December 2015, including financial management responsibilities, staff management responsibilities, problem solving and the training of new staff.

- ***Heritage Officer for Palaeontology and for the Mpumalanga Province at the South African Heritage Resources Agency (SAHRA).***
January 2013 to June 2014

Responsibilities in this position included managing palaeontological permit applications in terms of Section 35 of the NHRA and development applications in terms of Section 38 of the NHRA. Projects included the development of a National Palaeotechnic Report identifying significant palaeontological deposits throughout SA, as well as developing professional relationships between SAHRA and the Palaeontological Society of South Africa (PSSA) and the Geological Society of South Africa (GSSA). During this time, I was part of the team that developed the digitised National Palaeontological Sensitivity Map, the first of its kind in the world.

- ***Heritage Officer for Archaeology, Palaeontology and Meteorites at Heritage Western Cape (HWC).***
September 2010 to December 2012

HWC is a Public Entity that forms part of the Heritage Resource Management Component of the Provincial Governments' Department of Cultural Affairs and Sport (DCAS). Projects included the declaration of Pinnacle Point and the West Coast Fossil Park as Provincial Heritage Sites (PHSs), the management of the development of the Baboon Point PHS Conservation Management Plan as well as an educational outreach program as part of the DCAS MOD Centre Project.

- ***Heritage Officer for the Archaeology, Palaeontology and Meteorites Unit of the South African Heritage Resources Agency (SAHRA) as part of a three month contract.***
January 2010 to March 2010

Field Work Experience:

2016-present	Various archaeological and heritage field assessments for specialist archaeological assessments and heritage impact assessments
2010-2016	Various archaeological and heritage field assessments on behalf of HWC and SAHRA
2008-2009	Field Assistant, Dr. D. Braun, Elandsfontein Excavation Locality, University of Cape Town (UCT)
	Field Assistant, Dr. D. Braun, Koobi Fora Research Project (Kenya), Rutgers University, New Jersey
2006	Field Assistant, Damiana Ravasi (PhD), Zoology Department, University of Cape Town.
2005	Research Assistant, Dr. Becky Ackerman, Archaeology Department, University of Cape Town
2004	Field Assistant, Prestwich Place Excavation Locality, Archaeology Contracts Office, UCT

Teaching Positions:

2020	Guest Lecturer, Introduction to South African Heritage Legislation, UCT MPhil: Conservation of the Built Environment
	Guest Lecturer, Introduction to South African Heritage Legislation, Rhodes University: Post Graduate Diploma in Heritage
2019	Guest Lecturer, Introduction to South African Heritage Legislation, UCT MPhil: Conservation of the Built Environment
2017	Guest Lecturer, South African Heritage Legislation, George Washington University Heritage Management Field School
2016	Guest Lecturer, South African Heritage Legislation, Archaeology Honours Course, University of Cape Town
2015	Guest Lecturer, South African Heritage Legislation, Archaeology Honours Course, University of Cape Town
2014	Guest Lecturer, South African Heritage Legislation, Archaeology Honours Course, University of Cape Town
2013	Guest Lecturer, South African Heritage Legislation, Archaeology Honours Course, University of Cape Town
2010	Teaching Assistant, Langebaanweg Field School, Arizona State University
2009	Demonstrator, Archaeology in Practice, University of Cape Town (AGE3013H)
	Demonstrator, Introduction to Geography, Earth and Environmental Science, University of Cape Town (GEO1009F)
	Teaching Assistant, Koobi Fora Field School (Kenya), Rutgers University, New Jersey
	Lecturer, Introduction to Geography, Earth and Environmental Science: Supplementary Course, University of Cape Town (EGS1004S)
	Demonstrator, Elandsfontein Honours Field School, University of Cape Town (AGE4000W)
2008	Demonstrator, Introduction to Geography, Earth and Environmental Science, University of Cape Town (ERT1000F)

Conferences and Papers

2019 ASAPA, Kimerley, RSA: *"Interactive Online Mapping: Using innovative technologies to communicate the significance and relevance of archaeological sites"*

2017 ASAPA, Pretoria, RSA: "*Using Heritage Data to Guide Responsible Development: Tools to ensure high quality recording of heritage sites"*

    ICAHM, Bagomoyo, Tanzania: "*OpenHeritage: Development and implementation of national heritage management systems - Lessons from South Africa, Namibia and Kenya"*

2016 ICAHM, Salalah, Oman: "*Straight to the (Baboon) Point: A look at the Conservation of Archaeological Landscapes in South Africa using Baboon Point as a Case Study"*

2015 Leakey Foundation, Sonoma County, San Fransisco, USA: ""*Straight to the (Baboon) Point: A look at the Conservation of Archaeological Landscapes in South Africa using Baboon Point as a Case Study"*

2012 PSSA, Johannesburg, RSA: *"SAHRIS Palaeosensitivity Map - Methodology and Implementation"*

Other

In 2013 I was asked to join the panel of judges for the Ministerial awards for Heritage in the Western Cape. From 2013 to 2014, I was a member of the Heritage Western Cape Archaeology, Palaeontology and Meteorites Committee and I currently sit on the Heritage Western Cape Inventories, Gradings and Interpretations Committee, and have been since 2016.

In November 2013, I was awarded a bursary from the Department of Arts and Culture to complete a Masters in Philosophy in Conservation of the Built Environment through the UCT Faculty of Engineering and the Built Environment in 2014 and 2015. I was in the process of finalising this degree in 2017, however the birth of my son has halted my progress.

I am a paid up member of the Association for Southern African Professional Archaeologists (ASAPA), the Association of Professional Heritage Practitioners (APHP) and I have been a member of the Executive Council of APHP since 2014.

In June 2017, I was selected as Chair of APHP, a position that I currently hold. I am a member of the Palaeontological Society of South Africa (PSSA) and ICOMOS South Africa, for which I am Vice-President of the Board. I am also a member of the International Committee for Archaeological Heritage Management (ICAHM), a committee of UNESCO.

I am an active participant in a not-for-profit company called OpenHeritage which is dedicated to opening access to heritage resources through digital innovation. To this end, we have been involved in a number of projects including Wikipeadia Training with Africa Centre, the development and implementation of a Collections Management System for the National Museums of Kenya and the development of a digital Inventory of the Vernacular Architecture of the Eastern Cape.

Referees

Colette Scheermeyer
Deputy Director at HWC
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021 481 3883

Gerhard Gerber
Director: Development Facilitation
Department of Environmental Affairs & Development Planning
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Andrew Hall
CEO of HWC from 2011 to 2015
waitabout191@gmail.com
(Currently based in Saudi Arabia)

CURRICULUM VITAE

NICHOLAS GEORGE WILTSHIRE

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EDUCATION:

● M.Sc., Archeology - University of Cape Town (2011)

● B.Sc. (Honours), Archeology - University of Cape Town (2005)

● B.Sc., Archeology and Environmental & Geographical Sciences - University of Cape Town (2004)

● A+ and MCSE - New Horizons, Bloemfontein (1999)

● Matric (Distinction) - St Andrew's School, Bloemfontein (1997)

EMPLOYMENT HISTORY:

December 2013 - present : Cedar Tower Services (Pty) Ltd, Cape Town, South Africa

Position : Owner/Director

April 2015 – present : OpenHeritage, Cape Town, South Africa

Position : Founder

Responsibilities :

● Director of OpenHeritage, a non-profit organisation tasked with rolling out free open source heritage management systems to developing nations

December 2013 - present : Mothers2Mothers - AgeWell Global LLC, (pilot) through Cedar Tower Services Cape Town, South Africa

March 2015 - present : IT Services Consultant to m2m

Responsibilities :

● Currently providing ongoing project support

December 2013 – December 2014 : AgeWell Global LLC Developer

Responsibilities :

● Drupal development of handheld recording system on smartphones and tablets for health data in the older persons sector

November 2011 – November 2013 : South African Heritage Resources

Agency (SAHRA) Cape Town, South Africa

Position : Project Manager & Developer: SAHRIS (The South African Heritage Resource Information System)

Responsibilities :

Design and implement South Africa's first national heritage management system. In summary this involves:

● Planning and selection of a suitable platform to develop SAHRIS

● Planning, selection, installation and setup of dedicated servers using Ubuntu Server OS

● Development of SAHRIS on the Drupal Platform

● Setup of a Geoserver to interface with Drupal

● Live Disaster Recovery Setup

● Installation and setup of mass storage devices (NAS Servers) across multiple data centres

● Setup of replication and backup

● Regular planning and assessment meetings with key stakeholders to outline future system improvements

● Training users, especially of SAHRA and the nine Provincial Heritage Resources Authorities,

and museums

- Creation of training videos and help documentation

- Implementation of the website theme designed by an outside graphic design company

- Data Migration of Sites, Objects, Media Content, Profiles, Reports

- Designing, planning and overseeing SAHRA's Digitisation

- Promotion of SAHRIS and production of peer reviewed articles

November 2008 - June 2010 : Heritage Western Cape Position : Senior Heritage Officer: Archaeology Responsibilities :

- Identify, protect and manage archaeological resources in the Western Cape

- Assess development applications, write policies, nominate sites for Provincial Heritage Site (grade 2) status

- Maintain and update GIS reporting database with SAHRA

Project Involvement: November 2008 – March 2009

- Designed, wrote and implemented database tracking system for applications and issuing of coded Records of Decision

- Implemented and maintained GIS system for archaeological sites, reports and provincial heritage sites

- Worked closely with SAHRA in bringing the GIS Reporting Project to its first release in November 2009

- Ran a workshop in July 2009 to allow all the practitioners in the province to see the demonstration of the database and the updated requirements of the system in terms of the minimum standards

- Involved monthly reporting and quarterly reporting to management as per government policies

December 2007 – September 2011 (and intermittently prior) : Archaeological Consultant, Independent

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IT Contractor & Research Assistant Project Involvement :

African Climate & Development Initiative (ACDI), UCT, Cape Town, 2011

- Design of database system for the ACDI audit of projects, departments, people and research units engaged in climate change related research at UCT

- Pooled various GIS data repositories to initiate discussion around the impacts of CC on the

Cederberg Municipality and prepared the GIS groundwork for a demonstration presentation in May 2011

● Collaborated with the MAPA project to setup the structure for an online solution to hosting the UCT projects audit

● Was also involved in the Southern African Regional Universities Association (SARUA) meeting in March 2011 and presented a Google Earth mapping layer linked to the audit database to provide a possible solution to their collaboration framework. Involved in setup and maintenance of WordPress website for the ACDI and UCT steering committee for the Enterprise Content Management (ECM) project

eastern Cederberg Rock Art Group (eCRAG), Western Cape, 2008

● Archaeological surveys for rock art and other archaeological sites from Wupperthal in the north to Op die Berg in the south of the Cederberg

● Contributed to three Conservation Management Plans handed to each owner for completed properties

● Current number of sites documented: 464

● Created and managed the photographic, digital report and GIS archive
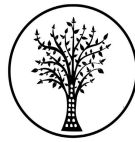
Just Fruit and Veg, Killarney Gardens (July 2008-January 2009, November 2010-February 2011) Spar Ordering System:

● Designed and implemented database system to run the Packing Sheets, Production Totals and automatic exports of the Spar Group's orders to JFV Pastel Accounting system

● The system also imports weekly price updates from their unique pricing system

JFV Pricing System:

● Overhauled an Excel based pricing system which calculated suggested selling prices based on margins and cost inputs

● The new system tracks costs and selling price changes per product and is able to export the new prices across multiple price structures directly in Pastel

● Various choices can be manipulated to derive a new selling price and the database has been coded to prevent accidental errors which cropped up in the Excel based system that relied on macros

HIMAP – Historical Mapping Project, Cape Town, June 2009 – December 2009

● Digitally mapped the historical layers of the 18th century of Cape Town from various historical maps in a project with Dr Antonia Malan

● Combined archival data with the shape files so that various interpretative layers could easily be generated

ACO Prestwich Place, Cape Town, April 2008 – August 2008

● Design and implementation of database system for the Prestwich Place burials

● This includes a GIS mapping of the data and a 3d modelling tool for point cloud data using VRML

Iziko Museums, Cape Town, December 2007 – March 2008

● Design of interactive multimedia exhibit displayed in the rock art collection comprising a selection from the Bleek & Lloyd Archive and the Warmhoek rock art trail in Clanwilliam

Masters (& partly Honours) Project at UCT, Cape Town, 2005, 2008-2011

● Design of database system for the SARU archaeological records

● This involved the digitisation of 10 000 slides and the organisation of all the digital photographs taken since 2001

● All the site records were physically scanned and typed up, mapped on GIS and linked relationally to my system

● Archive generated over 250 gigabytes of data

Genex, Cape Town, July 2007 – October 2007

● Project managed the migration of the accounting systems from Accpac for Windows to Fincon Accounting

● Ran the Accounting department on a short term basis as caretaker before taking on another project at Ellies in Maputo, Mozambique

Millennium Foods, Killarney Gardens, June 2007 Ordering System:

● Designed and implemented networked database system to capture EDI orders from Checkers and to automate standing orders from their other customers

● The system also exports these orders directly into Pastel Accounting and runs their packing and production reports

Ellies Electronics, Cape Town, February - May 2006

● Project managed the migration of the accounting systems from Accpac (DOS version) to Fincon Accounting

● Setup and installed Windows NT server and email server

Kardex and Tracking Systems, Bloemfontein, November 1999 - February 2000

● Designed two database systems to track stock in a multi-company environment, produce dispatch labels and to automate tripsheets

January - July 2007 : Archaeological Contractor Responsibilities :

● Contract work undertaken for the Archaeological Contracts Office at UCT & Cape Archaeological Survey.

● Cape Nature Archaeological Survey Project from July 2007 – December 2007.

January 2006 – November 2007 : Fincon Position : IT Consultant Responsibilities :

● Training, installation and Accountancy services

● Main clients: Ellies Cape Town, Ellies Maputo, IT Outlook, Genex, Toshiba Central

1998 – 2002 :

● Spent two full years as well as two short term periods working and travelling in Europe and the UK

REFERENCES:

Professor John Parkington, Supervisor at UCT 079 872 4807

Raymond Berkmann, Ellies Electronics, Cape Town 021 532 2225

Dr Janette Deacon, APM Committee, HWC, Cape Town 082 491 5067

Mamakomoreng Nkhasi EO, Corporate Affairs, SAHRA 021 462 4502

Dr Mitchell Besser, Mothers2Mothers, Cape Town 021 466 9160