



Jem

OUR STATEMENT OF CAPABILITY

July 2026

Digging deeper.

WE ARE JEM ARCHAEOLOGY.

Jem Archaeology Pty Ltd is an archaeological and cultural heritage management consultancy based in Melbourne, Victoria.

We provide professional, ethical and affordable cultural heritage management advice and assessments within Victoria for a range of clients in the private and government sectors.

We provide

- **Expert** cultural heritage legislative advice
- **Professional**, detailed and rapid responses to enquiries
- **Competitive** and accurate scoping and costing of projects
- **Comprehensive** technical reports to meet legislative requirements
- **Timely** completion of projects
- **Expert** analysis of archaeological sites and cultural heritage material



Digging deeper.

OUR EXPERTISE

Our team is led by Director and Archaeologist/Heritage Advisor, Jen Burch.

Since 2007, Jen has managed and worked on more than 1,500 archaeological projects for a variety of clients, including residential, commercial and industrial developments, wind farms, mining, road and rail projects, water and sewerage pipelines and other infrastructure.

She has authored or co-authored over 500 approved CHMPs and has an excellent working knowledge of current Victorian heritage legislation.

Jen is formally qualified as both an Archaeologist and a Heritage Advisor, and holds a Bachelor of Archaeology (Honours) (First Class) from La Trobe University, Bundoora (2007). She also has a number of professional affiliations and registrations, including full membership of Australian Association of Consulting Archaeologists Inc. (AACAI), Australian

Archaeological Association (AAA), Victorian Planning and Environmental Law Association (VPELA) and Urban Development Institute of Australia (UDIA).

The broader Jem Archaeology team currently includes 30 permanent staff including a mixture of Heritage Advisors, Archaeologists, GIS Specialists, Field Assistants and administrative staff.

We employ several qualified excavator operators, which together with our five 5-tonne excavators and custom mechanical sieves, allows us to perform mechanical excavations without relying on subcontractors.

We are fully equipped to service any project in a timely and cost-effective manner, including larger, complex and urgent projects.

Jen Burch
Director



Digging deeper.

OUR SERVICES

We offer a broad range of services in both Aboriginal and historical cultural heritage.

Aboriginal cultural heritage

- Aboriginal Cultural Heritage Management Plans (CHMPs)
- Stone artefact recording, analysis and interpretation
- Preliminary Aboriginal Heritage Tests (PAHTs)
- Cultural Heritage Permit applications
- Background research (Desktop Assessment)
- Archaeological survey (Standard Assessment)
- Archaeological test excavation (Complex Assessment)
- Archaeological salvage of Aboriginal places, including surface collection and excavation
- Cultural heritage awareness training/ inductions

Historical heritage

- Historical Heritage Assessments (HHAs)
- Victorian Heritage Register (VHR) permit applications
- Victorian Heritage Inventory (VHI) Archaeology consents and exemptions
- Historical archaeological investigation and salvage excavations
- Dry-stone wall recording and management plans

Generalist services

- General archaeological and cultural heritage advice
- Site identification, recording, interpretation and significance assessment
- Due diligence assessments
- Archaeological monitoring and compliance inspections
- Stakeholder engagement services, including consultation between clients, landowners, government, regulators, Registered Aboriginal Parties (RAPs), RAP applicants, Traditional Owners, Native Title holders and others
- Environmental Effects Statement (EES) technical reports
- Risk and opportunities assessments
- Peer reviews
- Development of recommendations in accordance with relevant legislation and stakeholder interests



Need something else?

We can help – get in touch.

Digging deeper.

TESTIMONIALS

"Working with Jem Archaeology has been consistently outstanding. Their professionalism, clear communication, and deep archaeological expertise make them a trusted partner on any project. Characterised by a pragmatic approach, they keep the client front and centre while ensuring balanced outcomes that satisfy all stakeholders. I recommend Jem Archaeology without hesitation. They are reliable, knowledgeable, and exceptionally capable, and any project would benefit from their involvement."

**Paul Balassone, Manager, Heritage Services
Melbourne Water**

"Our project was faced with unique challenges due to significant artefact discoveries and proximity to a culturally significant river. Jen, Talia and the team were exceptional to work with, helping us navigate through the approvals process, rethink our design approach, and successfully negotiate a positive outcome. Their professional and support was instrumental in achieving a positive outcome."

Matthew Squire, Corless Management Group Pty Ltd

"Jem Archaeology stands out for their exceptional professionalism, industry knowledge, and strategic approach to archaeology. They bring a rare combination of deep archaeological expertise and a sharp commercial awareness to the table, consistently demonstrating a strong understanding of practical project requirements. The team are experts at navigating delicate situations and managing complex scopes seamlessly, even under challenging site conditions. With transparent communication across all stakeholders and the reliability of consistent key personnel, Jem Archaeology is an exceptionally capable and dependable team to work with."

**Magge Williams, Senior Development Manager
Brown Property Group**

Digging deeper.



MAJOR PROJECTS

- Residential Subdivision, Wedge Road, Skye (2,200m2 Salvage)
- The Fingerboards Mineral Sands Project, Fernbank, Glenaladale, Lindenow South, Walpa and Woodglen (CHMP)
- Elaine Battery Energy Storage System (BESS) (CHMP and compliance)
- Yangery BESS, Yangery (CHMP)
- Hazelwood Coal Mine Rehabilitation, Morwell (HHA and EES)
- Riverfield Estate, Clyde (140ha) (multiple CHMPs and salvages)
- Ryan Corner and Hawkesdale Wind Farm Transmission Line (40km) (CHMP and salvage)
- Residential Subdivision, Miles Street, Sebastopol (72ha) (CHMP – ongoing)
- Golden Beach Gas Project, Longford to Golden Beach (426ha) (CHMP and EES)
- Viva Energy Gas Project, Corio to Lara (41.7ha) (CHMP, HHA and EES)
- Apartment Development, Plowman Place, Frankston (900m2 salvage)
- Kyneton District Hospital, Simpson Street, Kyneton (3.6ha) (CHMP and salvage of 1,700m2)
- Pipeline Replacement, Princes Freeway, Little River (CHMP)
- Utilities, Boundary Rd and Derrimut Road, Tarneit (27ha) (CHMP and salvage)
- Industrial Subdivision, Boundary Road, Tarneit (43ha.) (CHMP and salvage)
- Lal Lal Wind Farm, Elaine and Yendon (Salvage)
- Residential Subdivision, Whitelaws Track, Yinnar South (112ha) (CHMP)
- Industrial Subdivision, 297 Palmers Road, Truganina (27ha.) (CHMP and salvage)
- Residential Subdivision, Bindts Road, Wollert (35ha.) (CHMP and Salvage)
- Regent, Williams Landing, Castlemaine, Gisborne, Kilmore East, Kyneton, Wallan and Traralgon Railway Stations (CHMPs/HHAs)



Digging deeper.

Digging deeper.

T 03 9726 4498 **E** CONTACT@JEMARCHAEOLOGY.COM.AU **W** JEMARCHAEOLOGY.COM.AU