

KAREN NIEMEL GARRARD

Accomplished cultural resources professional with 25 years of experience. Exceptional analytical, research, writing and communication skills. Well-versed in regulatory compliance and environmental permitting for State and Federal agencies. Collaborative, engaging, and dedicated to delivering results for client, company, and project teams.

SKILLS & EXPERTISE

Precontact and Historic Archaeology	Historic Architecture	Archival Research
NEPA Compliance	National Register Nominations	Proposal Writing
Marketing	NHPA Section 106/110 Compliance	Project Management

CULTURAL RESOURCES EXPERIENCE

Cultural Resources Lead (2020-Present)

Metric Environmental, Inc., Cincinnati, OH

- Responsible for all cultural resources activities including proposal preparation, contract review, client coordination, and staff coordination between the Archaeology and Architectural History groups
- Cultural resources principal for a range of NEPA and Section 106 NRHP projects throughout the Midwestern region
- Senior technical and subject matter review for cultural resources reports to ensure accuracy, clarity, and adherence to guidelines
- Develop new areas for business growth, and nurture existing internal and external client relations

Cultural Resources Specialist (2015-2019)

Power Engineers, Inc., Cincinnati, OH

- Cultural resources project manager for electrical transmission environmental compliance projects in Indiana, Kentucky, Michigan, Ohio, Virginia, and West Virginia
- Primary author and technical editor for contract reports
- Prepared proposals and budgets for submission to clients
- Developed new areas for business growth, and nurtured existing internal and external client relations
- Consistently managed and completed all projects on time and within budget

Senior Principal Investigator (2006-2012)

Gray & Pape, Inc., Cincinnati, OH

- Archaeological project manager for environmental compliance projects in Midwest and Eastern regions
- Responsible for simultaneous projects, from proposal and budget development to final deliverables
- Primary author and technical editor for contract reports

Principal Investigator (2005-2006)

Environment & Archaeology, LLC, Florence, KY

- Implemented and supervised project work
- Orchestrated technical reports, including writing, graphics, editing, and production
- Regulatory and legal compliance liaison between client and state and federal agency officials

Principal Investigator (2002-2005) | Field Director (2001-2002)

Panamerican Consultants, Inc., Buffalo, NY

- Supervised all phases of project work
- Responsible for technical report preparation including writing, graphics, and editing
- Coordinated with clients and state and federal agency review officials

Archaeologist (1996-2001)

University at Buffalo Archaeological Survey, Buffalo, New York

- Supervised archaeological field investigations
- Technical report writing
- Artifact analysis

HISTORIC REAL ESTATE / OTHER EXPERIENCE

Marketing Manager (2019-2020)

Cincinnati Historic Homes – Coldwell Banker West Shell, Cincinnati, OH

- Developed and executed digital marketing campaign for Cincinnati Historic Homes real estate team
- Managed website updates and coordination with third party vendors
- Blog author for the team web site with content on historic homes, historic preservation, and local history

Real Estate Agent (2012-2015)

Cincinnati Historic Homes - Keller Williams Advisors Realty, Cincinnati, OH

- Ohio-licensed real estate agent for historic homes, apartment buildings, commercial properties, real estate owned (REOs) properties, and HUD properties
- Managed all administration, financial, and marketing aspects for real estate team
- Managed client database, and tracked and coordinated all inbound sales leads from website and social media
- Developed and maintained digital marketing campaign, including development of website CincinnatiHistoricHomes.com
- Team achieved Cincinnati Area Board of Realtors Circle of Excellence award all years (top 5% of area Realtors)

EDUCATION

Ph.D., Anthropology, University at Buffalo

M.A., Anthropology, University Buffalo

B.A., Anthropology, University of Rochester