



JOB DESCRIPTION FORM

JOB TITLE: Object Conservator New Museum Project	POSITION NUMBER: 13590	CLASSIFICATION: Specified Calling Level 1
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AWARD PSA 1992 / PSGOGA 2014	EMPLOYMENT TYPE Fixed Term, Full Time
DIRECTORATE Collections Management and Conservation	TEAM Materials Conservation
POSITION REPORTS TO 13574 Head of Collections Management and Conservation, Level 7	POSITIONS REPORTING TO THIS POSITION Nil
PURPOSE OF POSITION Conservation of objects in the WA Museum's collections, ranging from small fragile specimens to large objects of a natural, cultural and/or technological nature particularly for the New Museum.	
CONTEXT The Western Australian Museum is the State's natural, social and cultural history museum. It has public sites in Perth, Fremantle, Kalgoorlie, Albany and Geraldton and a collection and research centre in Welshpool. It is part of the Culture and Arts Portfolio, brought together by the Department of Culture and the Arts (DCA). DCA is the State Government agency responsible for the Government's support of management and development of arts and culture in Western Australia. The WA Museum's mission is to inspire people to explore and share their identity, culture, environment and sense of place, and to experience and contribute to the diversity and creativity of our world. The WA Museum is developing a New Museum at the Perth Cultural Centre site, scheduled to open in 2020. This role will play a vital role in planning and delivering the protection and treatment of the objects selected for display in the New Museum.	

REGISTERED DEPARTMENT OF CULTURE AND THE ARTS
INITIALS <u>ce</u> DATE <u>28.10.15</u>



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STATEMENT OF DUTIES	
<ol style="list-style-type: none"> 1. Plans, develops, performs and evaluates conservation treatments for natural, cultural and technological objects in the Museum's collections. 2. Documents conservation treatments of objects including photographic documentation and report writing. 3. Operates and maintains equipment associated with conservation treatments and monitoring 4. Undertakes preventive conservation measures including the construction of supports for display and storage, pest management activities and environmental monitoring. 5. Advises museum personnel, community representatives and the public on handling, storage, display and preventive conservation measures for objects and specimens. 6. Trains, supervises less experienced officers, interns, volunteers and students 7. Undertakes public lectures, workshops and contract work as required. <p>Other duties as required with respect to the skills, knowledge and abilities of the employee.</p>	<p>Compliance and Legislative Knowledge</p> <ul style="list-style-type: none"> ▪ Comply with Department of Culture and the Arts Code of Conduct, policies and procedures and relevant appropriate legislation; and ▪ Meet Occupational Safety and Health, Equal Opportunity and other legislative requirements in accordance with the parameters of the position.

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<p>WORK RELATED REQUIREMENTS (SELECTION CRITERIA)</p> <p>Essential</p> <ol style="list-style-type: none"> Degree in Materials Conservation or approved equivalent qualification. Demonstrated experience in the conservation of objects from a wide range of cultural, technological and natural sources and ability to incorporate new methods and to critically assess or modify existing procedures. Sound knowledge of preventive conservation practices and commitment to professional conservation practices and ethics. Good report writing and documentation skills. Ability to work under minimal supervision as well as to work with others in a multidisciplinary team environment. <p>Desirable</p> <ol style="list-style-type: none"> Membership of the Australian Institute for the Conservation of Cultural Materials Photographic skills Current driving licence First Aid Certificate 	<p>KEY RELATIONSHIPS / INTERACTIONS</p> <ol style="list-style-type: none"> Ability to work as part of a cohesive materials conservation team. Ability to work as part of multidisciplinary teams including new museum Project and other staff (curators, exhibition and design staff, education staff etc). <p>KEY CHALLENGES</p> <ol style="list-style-type: none"> Considered planning to ensure services can be delivered in efficient and effective ways without compromising standards. Advocating for and communicating the need for specialist treatments and preventative conservation practices in relation to the New Museum Project. <p>SPECIAL CONDITIONS</p> <p>Nil</p> <p>LOCATION</p> <p>Collections and Research Centre, Welshpool Conservation Lab, Fremantle (Shipwrecks Museum)</p>
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Manager Signature: **Date:** / /

Employee Signature: **Date:** / /

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