Department of Local Government, Sport and Cultural Industries

### JOB DESCRIPTION FORM

#### **ABOUT THE WESTERN AUSTRALIAN MUSEUM**

The WA Museum's mission is to inspire curiosity to explore the past, question the present and shape the future.

Our work is diverse and collaborative; it is local, national and global. We aspire to be valued, used and admired organisation by all Western Australians and the world.

WA Museum manages eight locations throughout Western Australia, including the award winning Boola Bardip in Perth Cultural Centre. We have a team of dedicated curators undertaking a wide range of research and caring for more than eight million objects for the benefit of future generations.

The Museum is a Statutory Authority within the Department of Local Government, Sport and Cultural Industries (DLGSC).

# **OUR MISSION**

Inspiring curiosity to explore the past, question the present and shape the future.

# **OUR VISION**

An informed and engaged community working together for a better future.

# **OUR VALUES**

Respectful

Inclusive

Accountable

Enterprising

Recognition of Aboriginal and Torres Strait Islander peoples as the First Peoples of Australia.

## **ORGANISATIONAL PILLARS**

Sustainability

At the Heart of the Community

Aboriginal and State-wide Torres Strait Islander Peoples



Department of Local Government, Sport and Cultural Industries

### JOB DESCRIPTION FORM

#### **DETAILS**

**Position Title** 

**History Curator** 

**Classification Level** 

Specified Calling Level 2 (SCL2)

**Directorate** 

Collections and Research

**Physical Location/s** 

Collections and Research Centre, Welshpool

**Position Number** 

11218

Award/Agreement

Public Service Award 1992 / PSGO CSA GA

Branch/Team

Culture and Communities / History

#### REPORTING RELATIONSHIPS

Position reports to

Head of History, SCL3

Positions reporting to this position

Nil

#### **PURPOSE OF THE POSITION**

This position contributes to the development, documentation, management and interpretation of the History Department's collections. It carries out research and develops exhibitions and public programmes, and conducts significance assessments of material culture related to Western Australian social history. Additionally, this position contributes to the development of museum policies and procedures, and liaises with individuals, community groups and other cultural and research organisations.

### STATEMENT OF DUTIES

- Develops, documents, curates, and manages history collections using museum database systems.
- Researches and develops public programmes related to Western Australian social history, particularly exhibitions.
- Undertakes significance assessments of material culture.
- Facilitates appropriate access to History collections and information, and represents the museum in community and professional networks.

Department of Local Government, Sport and Cultural Industries

### JOB DESCRIPTION FORM

- Trains and supervises volunteers and practicum students.
- Other duties as required.

#### **WORK RELATED REQUIREMENTS**

#### **Essential**

- **1.** Tertiary qualification in a relevant field.
- **2.** Significant research skills and experience, including the ability to present findings in a variety of formats to diverse audiences.
- **3.** Demonstrated knowledge and significant experience in contemporary management of material culture collections.
- **4.** Demonstrated knowledge and significant experience in the development of contemporary exhibitions and other interpretive programmes.
- **5.** Demonstrated skills and knowledge in the significance assessment of material culture.
- **6.** Experience working collaboratively as part of team and managing volunteers and practicum students.
- **7.** Highly developed communication, interpersonal and negotiating skills, including the ability to work with community groups, cross-disciplinary project teams, stakeholder communities, and to represent the Museum in community and professional networks.

#### SPECIAL CONDITIONS

- A current "C" Class drivers' licence, or equivalent.
- Some work outside normal business hours may be required.

## APPOINTMENT IS SUBJECT TO

- Eligibility to Work in Australia.
- A current (within six months) National Police Clearance Certificate.
- A current Working with Children Check (WWCC).