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# ABOUT THE WESTERN AUSTRALIAN MUSEUM

Department of Creative Industries, Tourism and Sport

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 a 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 the 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 Creative

Industries, Tourism and Sport (CITS).



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# DETAILS

## Position Title Position Number

Senior Preparator 16723

## Classification Level Award/Agreement

L4 Public Service Award 1992 / PSGO CSA GA

## Directorate Branch/Team

Engagement Exhibitions and Interpretive Projects

## Physical Location

Welshpool

# REPORTING RELATIONSHIPS

## Position reports to

Team Leader Exhibition Production and Installation

## Positions reporting to this position

Nil



# PURPOSE OF THE POSITION

Responsible for the preparation of a full range of biological materials for exhibition, installation of exhibits, specimens and dioramas, technical problem solving, provision of training for junior staff and provision of technical support for other departments.

Responsible for preparators workshop area including Occupational Health and Safety requirements, and maintenance of all records.

# STATEMENT OF DUTIES

* Supports the production of exhibitions and associated programs, including leading production teams, technical problem solving, providing specialist advice to curatorial and design staff on preparatorial issues, liaising with and supervising consultants and contractors as required, and working within project budgets.
* Designs and prepares moulds, casts, taxidermy specimens, models, dioramas, skeletal material etc for exhibitions, research and educational purposes.
* Performs airbrushing and hand painted special effects for specimens, exhibition backdrops etc.
* Maintains prepared specimens and habitat exhibitions in the Museum galleries, and those that travel to other areas, including designing and preparing packing.



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* Researches and keeps up to date with new preparatorial techniques including analysis of properties and physical applications of new chemicals, plastics and resins etc.
* Prepares written and photographic documentation to record techniques developed and used and maintains spreadsheet record of preparatorial collection.
* Provides specialist advice in planning natural science exhibitions and advises Manager Exhibitions on all aspects of the preparatorial program.
* Arranges and performs fieldwork to collect specimens for preparation and liaises with curators and relevant government bodies as required. Uses appropriate identification and collection techniques for required flora and fauna.
* Manages equipment and materials in preparators workshop including safe storage of materials and documentation.
* Supports installation of all exhibitions as part of the Exhibitions team, as required.
* Trains and supervises junior staff and volunteers in all aspects of Museum preparation techniques.
* Advises public, government departments etc on relevant techniques appropriate to their requirements.
* Other duties as required with respect to the scope of the position.

# WORK RELATED REQUIREMENTS

## Essential

1. Demonstrated experience in preparing natural history specimens to museum standards.
2. Highly developed knowledge and experience of taxidermy and modelling, moulding and casting techniques.
3. Demonstrated aptitude, skills and expertise in preparatory work including ability to reproduce life-like effects and poses in specimens and display backdrops and ability to make three dimensional objects to display requirements without design specifications.
4. Demonstrated ability to provide innovative solutions to preparatory and taxidermy problems.
5. Demonstrated ability to work collaboratively in multidisciplinary teams, including with curators, scientists and exhibition producers in developing interpretive displays with focus on the visitor experience.
6. Knowledge of chemical hygiene and disposal and record keeping requirements.
7. Well-developed verbal, written and interpersonal communication skills.
8. Demonstrated organisational and problem-solving skills with the ability to prioritise tasks to meet deadlines.



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## Desirable

1. Previous supervisory experience.

# SPECIAL CONDITIONS

1. Working outside normal business hours may be required at times.
2. May be required to work at different locations within the metropolitan area, and regional travel on occasion.
3. Possession of current driving License

# APPOINTMENT IS SUBJECT TO

1. Eligibility to Work in Australia.
2. A current (within six months) National Police Certificate will be required prior to commencement of employment.