



Position title	Project Conservator
National Gallery level	NGA Level 6
Position number	Position No. 5024
Employment type	Ongoing/ non-ongoing - 2-year
Department	Conservation
Portfolio	Collections and Exhibitions
Immediate supervisor	Senior Conservator, Paintings
Direct reports	NA
Position location	National Gallery, Parkes, Kamberri/Canberra
Requirements	Australian Citizenship Police Check Drivers Licence

ABOUT THE GALLERY

The National Gallery is one of Australia's leading visual arts institutions. The National Gallery is based in Canberra and is a vital part of the Australian cultural landscape. Our Purpose is to collect, preserve, promote and share the national collection of art. The Vision of the National Gallery is to be the international reference point for art in Australia, inspiring all people to explore, experience and learn. Our Values include excellence, creativity, courage, respect, and accountability.

WORKING AT THE GALLERY

When you work at the National Gallery you will be exposed to some of the world's leading Australian and international art and artists. We are located in the parliamentary triangle on the waterfront and your lunchtimes can be spent in our beautiful sculpture garden or around Lake Burley Griffin.

We support flexible working practices, including working from home, and you will have access to low-cost, onsite car parking.

The National Gallery is committed to the health, safety and wellbeing of our people and we expect our people to share this commitment and work safely at all times.

We value the contribution that a diverse workforce brings and encourage people from a diverse background to apply. This might include identifying as First Nations peoples, people with a disability, culturally and linguistically diverse people and LGBTQIA+ people.

OVERVIEW OF THE ROLE

This position is for an experienced and qualified conservator who will assist the Paintings and Objects Conservation sections of the Gallery to undertake a wide variety of exciting projects in the exhibition, touring and lending programs over the next 2 years.

The role will involve conservation documentation of paintings and objects-based works of art, and their preparation for display, storage and loan, as well as contributing to the maintenance of complex works on display. As the Project Conservator you will provide advice on displays and transportation requirements for a wide range of works of art being shared to venues both nationally and internationally.

While the Gallery's conservators care for all aspects of the National Collection, working in sections based on medium, this flexible position will transition across the Paintings and Objects sections, depending on the workflow demands of the department. Your day-to-day supervisor will be the appropriate Senior Conservator of these sections.

All staff are required to implement preventive conservation principles, with a high level of reporting for these activities and to assist with disaster response and risk management for the collection.

The position of Project Conservator is a non-ongoing, full-time role for a period of 2 years.

Those with less experience are welcome to apply but may be considered at a lower level.

OUR IDEAL CANDIDATE

Our ideal candidate will be a qualified conservator with extensive experience working in the field of Objects and/or Paintings Conservation. You will have in-depth experience in analysis, treatments, and reporting. A sound knowledge of and appreciation for art history is an advantage.

You will be proficient in project management of a wide range of conservation treatments and projects, with experience working across a wide range of collections within a museum and/ or gallery. You will also be able to demonstrate the accompanying skills to provide appropriate information on best storage, packing and display requirements for works of art.

Your experience with risk management of collections is essential to this role. You will be able to successfully work on multiple projects simultaneously and within tight and shifting timelines. You must also be able to proficiently work independently while simultaneously contributing to the team's planning and deliverables.

This role requires an effective communicator who can productively coordinate and share information within their working group, as well as across a wide range of Gallery's internal and external stakeholders.

The role will require you to prepare reports on activities and treatments as well as corporate reporting as required by the Senior Conservators and Head of Conservation.

A sound experience in KE EMu reporting will be to your advantage.

WHAT WILL YOU DO?

In accordance with the APS 6 work level standards, you will:

1. Prepare works of art for display, treat and research works of art from the objects and paintings collections.
2. Develop and communicate progress and assessments effectively across the team and key stakeholders.
3. Seek information to contribute to major treatment projects and conversation works as a whole.
4. Prepare detailed condition reports on a wide range of works of art and provide accurate data and information for corporate reporting and project development and planning.
5. Provide advice on storage and display requirements for a wide range of works of art in the collection.

6. Assist the Conservation team to implement best practice in preventive conservation, risk analysis and management and disaster response.

WHO ARE WE LOOKING FOR?

To be successful in this role you will need to demonstrate, or have the ability to develop the following,

You will:

1. **Act with integrity, showing judgement and professionalism** in all that you do to reduce risk within your team and the broader Gallery and when representing the Gallery with external stakeholders.
2. Have the ability to **communicate clearly**. Present messages in a clear, concise and articulate manner. Focus on gaining a clear understanding through active listening. Anticipate and identify relevant stakeholders' expectations and concerns.
3. Take responsibility for managing projects and **achieving results**. Monitor project progress and adjust plans as required. Take responsibility for accurate completion of work within timeframe and quality requirements. Respond to pressure in a calm manner.

HOW TO APPLY

You should provide a tailored CV (**maximum of three pages**) along with a statement of no more than **two pages** that outlines your skills, capabilities and experience, against the 'Our ideal candidate' information above.

In your statement response you should keep in mind the capabilities and behaviours required to be successful for this role, as identified in the 'Who are we looking for?' section.

Try not to duplicate information that can be found in your CV but do highlight any specific examples or achievements that demonstrate your ability to perform the role.

To apply for this role please forward your application to recruitment@nga.gov.au.

Qualifications, Certifications and Registrations

To be eligible for this role you **must**

- hold an Australian Citizenship, and
- satisfy a police check.

Role specific mandatory qualifications certification and/or registrations include:

- Qualification in the Conservation of Cultural Materials through a recognised tertiary course.
- Current driver licence

Work, Health & Safety Obligations

The National Gallery is committed to the health, safety and wellbeing of our people and we expect our people to share this commitment and work safely at all times.

This role is required to ensure that they meet duty of care obligations as required under WHS legislation.

This is achieved by:

- being accountable and taking ownership of health and safety matters within their control or ability to promote a culture of health and safety within the National Gallery
- working with colleagues to enhance health and safety and ensure that it becomes a part of everyday National Gallery business.

Contact

Further information about the position may be obtained by contacting Sarah McHugh, Senior Conservator - Objects on +61 2 6240 6418 sarah.mchugh@nga.gov.au or David Wise, Senior Conservator - Paintings on +61 2 6240 6702 david.wise@nga.gov.au.