Job description

Job title	Trainee Paper & Photograph Conservation Technician
Department	Conservation
Contract	2 year fixed-term contract
Salary	£20,755 per annum
Hours	Full-time, 36 hours per week
Location	Millbank, London
Reporting to	Senior Conservation Technician

Background

Tate's vision is to serve as artistically adventurous and culturally inclusive art museums for the UK and the world. We deliver this through activities in our four galleries across the UK (Tate Liverpool, Tate St Ives, Tate Britain and Tate Modern), our digital platforms and collaborations with our national and international partners. At the heart of Tate is our collection of art, which includes British art from the 16th century to the present day, and international modern art from 1900 to the present day.

You can find further information about Tate on our website: www.tate.org.uk

About the role

A conservation technician works with famous photographs and works of art on paper every day, making sure they can be displayed. By mounting and framing the work, and making sure it is safely packed, they also help ensure it can be transported to galleries around the world and safely stored for public access.

You'll love this role if you like drawings, watercolours, and photographs, making things with your hands and learning new skills every day; if you have good attention to detail, enjoy working closely with colleagues, and aren't afraid to ask when you don't know something.

The role is largely practical, though you will need to be able to work with computers and deal with numbers, for example when taking accurate measurements.

About your team

The paper and photographs conservation team cares for Tate's collection of works of art on paper, as well as photographs and library and archive material. They work with all aspects of Tate's collection including acquisitions, loans-out, exhibitions and displays for Tate Britain, Tate Modern, Tate Liverpool and Tate St. Ives; condition checking, treating, researching, mounting, framing and packing. The team are creative and pragmatic, enjoy testing out ideas, providing solutions, and collaborating with colleagues from other departments.

The conservation department sits within the collection care division and brings excellence and innovation to the care of Tate's collection. It works to prevent damage and deterioration, and to ensure that the collection remains available for future generations to enjoy. It provides specialist conservation services to support the busy exhibition and display programme. Specialist areas include paper and photographs, time-based media, paintings, frames and workshop, sculpture and installation art, conservation science and preventive conservation.

What you will gain

You'll gain knowledge of different artists' materials and the ability to work, share and give and receive feedback comfortably with others. You'll receive training from the Paper and Photographs Conservation Team on mounting and framing works of art on paper, photographs, and library and archive material, as well as installing and deinstalling them and packing them for transport and storage. You'll learn how to handle tools, equipment and machinery, and develop the knowledge and skills to work confidently alongside other conservation technicians in museum and galleries.
You'll attend short courses, workshops, and events, for example, box making, bookbinding, and introduction to darkroom photography. You may need to travel within the U.K., and travel costs will be reimbursed according to our expenses policy.

What you will do

Provide technical expertise for paper and photograph artworks in Tate's collection:

- Assist Technicians, Senior Technicians and Conservators in preparing and assembling works of art on paper.
- Prepare artworks by mounting, framing and making book cradles.
- Fit, unfit, assemble and disassemble works of art.
- Assist Technicians, Senior Technicians and Conservators in finding solutions to technical issues related to the care, preservation and display of artworks.
- Create and update records for Tate's collection management system.

Care of the collection though preventive conservation:

- Help reduce risks and rates of deterioration with the design and development of accessories or modifications to artworks.
- Assist with preventive conservation activities such as environmental monitoring, integrated pest management, and maintenance of artworks on display.
- Maintain and support an organised workplace including equipment maintenance, risk assessments, and Control of Substances Hazardous to Health.

Support Tate programmes

- Provide accurate time estimates for the activities you undertake.
- Organise and deliver technical input on time for agreed projects under supervision from senior technicians.
- Monitor and maintain works of art on display.
- Create display specifications and document associated activity.

Public and professional activities

- Continually develop new knowledge and expertise through reading, training, practicing, and implementing your skills.
- Share knowledge and expertise with colleagues.
- Contribute to tours, explaining and demonstrating activities to internal and external audiences.

What you will bring to the team

- A relevant qualification, such as an Art or Craft A-level or equivalent experience that demonstrates practical arts and crafts skills.
- The ability to make craft items or works of art, with skill and attention to detail.
- Conscientious and sensitive in handling works of art.
- A curious and active mind, and a commitment to learning new skills and techniques.
- A practical, pragmatic approach to solving problems.
- Experience of documenting work with text, images, and diagrams.
- An approachable presence, and the ability to communicate effectively across all levels of the organisation and with the public.
- Effective time management and planning skills, and the ability to work well under pressure while prioritising your workload to meet deadlines.
- The ability to work effectively alone and as part of a team.
- The ability to collaborate with a diverse range of colleagues with dignity and respect.
- Good IT skills, with the ability to use core Microsoft packages.
- Availability and flexibility, including willingness to attend evening and weekend courses. We will make every effort to book training during normal office hours, and exceptions will be agreed with you in advance.

Tate for all

Diversity and Inclusion

Our jobs are like our galleries, open to all.

Our aim is to become a truly inclusive organisation with a workforce and audience as diverse as the communities we serve. This is fundamental to Tate's future success and our ability to continue to contribute to culture and society in the UK.

We want our workforce to be more representative of all sections of society at all levels in the organisation. The range of perspectives and experience diversity brings is an asset to our organisation and we want to create an inclusive, welcoming environment for visitors, artists and all those who work at Tate. Tate expects all employees to contribute to this aim as part of their role. More information about diversity and inclusion at Tate can be found on our website.

Our Values

- **Open**: we're welcoming, generous-spirited and inquisitive, with an open-source attitude that thrives on collaboration.

- **Bold**: we have the courage of our convictions, we're willing to take imaginative risks: we aren't afraid of failure - so long as we learn from it.
- **Rigorous**: we'll win people's trust if we're accountable for our actions and excellence underpins everything we do.
- **Kind**: we value and respect each other, our partners, and our visitors, striving to make every encounter memorable and enriching.

Benefits

- Birthdays off each year
- A pension scheme with generous employer contributions.
- Life Assurance and Income Protection for DC scheme members.
- Interest-free Season Ticket Loan.
- Cycle to Work scheme – enabling you to buy a bike in a tax efficient way, for travelling to and from work.
- Rental deposit scheme – an interest free advance to help towards the cost of a deposit for privately rented accommodation
- Subsidised staff catering arrangements and discounts in the Tate Restaurants and Cafes.
- Access to Tate Benefits which offers access to discounts in high street stores.
- Access to a 24/7 Employee Assistance Programme to support you with any work, personal or family issues. This includes telephone-based support, as well as comprehensive online resources.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out–of-hours.
- Discounts on items purchased in the Tate shops.
- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.
- Free access to other galleries and museums abroad through the International Council of Museums (ICOM) membership

Safer Recruitment

Tate is committed to providing a safe environment for all those who work at Tate and all those who come into contact with Tate as visitors to the galleries, as participants in Tate activities, and online. The safe recruitment of all those who undertake work on behalf of Tate is the first step to ensuring that we are fulfilling this commitment.

All positions at Tate are offered subject to the following conditions:

- Receipt of satisfactory references covering the last 3 years of your employment or education.
- Health clearance
- A satisfactory Disclosure Check.
- Proof that you are legally entitled to work in the UK

You can find out more information about our pre-employment checks and what they mean for you in our 'Guidance Notes for Applicants' document.

How to apply

Our opportunities are open for you to apply online. Please visit: www.tate.org.uk/about/workingattate/ to create an account by registering your details or, if you are an existing user, log into your account.

For all opportunities we ask candidates to complete an online application form for the vacancy they are interested in. If you need an application form in an alternative format please call us on 020 7887 4997. Once you have submitted your application you can keep track of its progress by logging into your account.

The closing date for the submission of completed application forms is 11 September 2022 by midnight. Interviews will be held on 3 October 2022.