



Post: Conservation Technician, Time-based Media
Reference: TG2283
Band: 5L
Department: Conservation
Contract: Fixed term
Hours: Full-time
Reporting to: Senior Conservation Technician (Time Based Media)
Location: Southwark, London

Background

Tate aims to be artistically adventurous and culturally inclusive art museums for the UK and the world that are open, bold, rigorous and kind in all that we do.

We want to celebrate the art of the past and present in its complexity and diversity, supporting artistic risk taking and deep scholarship, shared with all our audiences, in our buildings, in exhibitions we tour, through works we loan and across our digital spaces.

We want to welcome audiences that better reflect the towns, cities and the nation we are part of and attract a diverse international public. Our reach is already powerful, and we want to broaden this to connect across society, with art that is relevant for people today and that has a powerful impact in the world.

We see access to art for everyone as a universal human right and we see our galleries as sites of creative learning. We want to champion the importance of making art and encourage people to explore the many ways in which art is created and how they can develop their own creative potential.

We hold the national collection of British art, spanning 500 years, and of modern and contemporary international art that reaches across all continents: we want to share and celebrate access to this collection and deepen knowledge and understanding of its importance.

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

Conservation

The Conservation department provides specialist conservation services to support the programme across Tate and is one of four departments in the Collection Care division. Specialist areas include Paintings/Frames, Sculpture, Paper, Time-Based Media and Conservation Science. The department is led by the Head of Conservation, Programme and the Head of Conservation, Collection - together, the department brings excellence and innovation to the care of Tate's Collection, preventing damage and deterioration and ensuring that the Collection is available for future generations to enjoy.

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Purpose of the Job

To provide technical support for the conservation, preservation and use of Time-based media (TiBM) artworks in Tate's Collection and care, and to handle, prepare and document artworks and their associated components.

Main Activities/Responsibilities

Provide technical expertise for the conservation of artworks in Tate's Collection and care

- Create and update records for Tate's Collection Management System (TMS) and Conservation Records.
- Assist Senior Technicians and Conservators in the preparation and treatment of Time-based media works of art.
- Support the exhibition and display of TiBM artworks through media and equipment checking, sourcing equipment and updating Conservation Records.
- Assist Senior Technicians and Conservators with research and find solutions to technical issues related to the care, preservation and use of artworks.

Collections Care and Preventive Conservation Activity

- Assist in the long-term preservation and collection care of the TiBM artworks
- Assist in the design and use of long-term collection care procedures, including those for packing, storage, display and installation.
- Assist with preventive conservation activities such as environmental monitoring, integrated pest management and maintenance of artworks.
- Monitor and maintain works of art, equipment and accessories in storage.

Provide technical support for Tate programmes e.g. acquisitions, displays, exhibitions or loans

- Provide accurate time estimates for your activities.
- Organise and deliver technical input on time for agreed projects under supervision from Senior Technicians or Conservators.
- Create display copies and undertake other production activity as required under supervision from a Senior Technician or Conservator.
- Create and document information about TiBM artworks including media, media production and installation specifications with details of equipment and accessories.
- Support workplace activity and implement required Health and Safety measures.

Management, Supervision and Training

- Supervise contractors, interns or trainees as required.
- Contribute to training for Tate staff, interns, and others as required.
- Support the Conservation management team in reviewing, improving and implementing procedures and policies.

Public and Professional Activities

- Develop and update expertise through Continuing Professional Development.

- Share knowledge and expertise with colleagues.

Person Specification

Essential

- Technical knowledge of a wide range of time-based media including film, video, audio, slides and computer programmes.
- Experience of the display and installation of time based media artworks
- Experience working with and handling electronic media with full consideration of practical and ethical issues.
- Experience in checking digital media for quality control purposes.
- A practical and pragmatic approach to problem solving.
- Experience documenting work with text, electronic images and diagrams.
- Effective interpersonal and communication skills.
- Effective time management and planning skills with the ability to work well under pressure and prioritise workload to meet deadlines.
- The ability to work effectively as part of a team or alone.
- Excellent IT skills including experience with databases, Excel, Vector Works, Sketch-Up and PhotoShop.
- Interest in and commitment to, the work of Tate.

Desirable

- Experience working in a museum or gallery.
- Willing to travel and work out of hours.

Summary of Terms and Conditions of Employment

Type of Contract

This appointment is offered on a fixed-term contract of 12 months.

Working Hours

This post is offered on a full-time contract working 36 hours per week – Monday to Friday.

Salary

This post is graded on Band 5 of the Tate pay scales.

An appointment to this post will be made at the minimum of the band at £22,450 per annum.

A review of pay is undertaken annually at Tate through negotiation with the recognised trade unions. Any increases to individual salaries, will be subject to the terms of Tate's annual pay settlement and will be applied from 1 April.

Annual Leave and Public Holidays

Annual leave is 25 working days per annum.

In addition, we offer paid time off for the 8 paid public holidays and 1 Tate day (on 24 December when the galleries are closed) on a pro rata basis according to the duration of the contract.

Pension Benefits

An important part of the pay and reward package Tate offers employees is the option to join the Civil Service Pension arrangements. These arrangements currently offer a choice of two types of pension:

- **alpha.** This is a defined benefit occupational pension scheme that currently has a member contribution rate which ranges from 4.6%-8.05% dependent on your salary. As your employer we meet the rest of the cost of the scheme. Further information about this can be found at www.civilservicepensionscheme.org.uk
- **partnership** pension account. This is a stakeholder pension with a contribution from ourselves. How much we pay is based on your age. We pay this regardless of whether you choose to contribute anything. You do not have to contribute but, if you do, we will also match your contributions up to 3% of your pensionable earnings. The contributions are in addition to the age-related contribution mentioned above.

If you have previously worked for an employer who participated in the Civil Service Pension scheme or other Public Service pension schemes different conditions may apply.

Other Discretionary Benefits

- 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.

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.

Diversity and Inclusion

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](#).

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 **23 April 2019 by midnight**.

Our jobs are like our galleries, open to all

