



Post: Conservation Technician, Workshop
Reference: TG2109
Band: 5L
Department: Conservation
Contract: Fixed term contract until 31 March 2019
Hours: Full-time
Reporting to: Senior Conservation Technician, Workshop
Location: Tate Store, Southwark

Background

Tate aims to be the most artistically adventurous and culturally inclusive global art museum. We deliver this aim 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.

Tate is a British institution with an international outlook. Tate is recognised as one of the leading art organisations in the world, welcoming over 7 million visitors a year to its renowned programmes of exhibitions, displays and learning. Tate holds the national collection of British art from 1500 and the national collection of international modern and contemporary art from 1900, including works of art, library and archival material.

At the heart of Tate is the collection, currently numbering over 70,000 works spanning five centuries and providing a magnificent resource for all four Tate galleries as well as for galleries and museums regionally, nationally and internationally. The collection is shared with as wide an audience as possible and is constantly being developed and added to, consolidating it historically and tracking contemporary art as it evolves.

Collection Care

Collection Care's mission is to manage, preserve and enable access to Tate's collections in both physical and digital format. The division carries out Tate's legal responsibilities for the care of its collections, for the benefit of the public, now and in the future. Its operations embrace the management and care of Tate's art, archive and library collections and the facilitation of Tate's programmes of acquisitions, exhibitions, displays, loans and international touring. Collection Care comprises three departments: Collection Management, Conservation and Library, Archive & Collections Access. It manages storage facilities and provides access to art works held in storage, by appointment, and to the Library, Archive and Prints & Drawings collections through its Reading Rooms' services at Tate Britain.

Conservation

The Conservation department brings excellence and innovation to the care of Tate's collections, preventing damage and deterioration and ensuring that the objects in its care are available for future generations to enjoy. The department provides specialist conservation services to support the programme across Tate and the long-term care of the collection. The areas include: Paintings, Frames and Workshop; Sculpture and Installation; Paper and Photographs; Time-based Media; Conservation Science and Preventive Conservation.

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

Purpose of the Job

To provide technical support for the conservation, preservation and use of works of art in Tate's Collections and care working flexibly across all areas of the programme. To care for, to handle, prepare and maintain artworks and their associated components for safe storage, transit, installation and display.

Main Activities/Responsibilities

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

- Build stable environments for artworks according to design.
- Carry out the manufacture of paintings, sculpture, and paper artwork supports e.g. stretchers, panels, looms and scaffolds to support sculptures.
- Carry out the manufacture of new and reproduction frames.
- Undertake adaptation of historic frames according to conservation standards.
- Complete appropriate conservation documentation of work carried out on artworks in Tate's Collection.
- Assist senior conservation technicians or conservators in the mechanical preparation of artworks e.g. canvas stretching or carrying out of maintenance operations under the supervision of conservators or senior conservation technicians.
- Advice to staff on all areas of technical requirements for the artworks in Tate's Collection and care.
- Carry out specialist technical assistance on design, joinery materials and structural stability of support materials for artworks.

Collections care and preventive conservation activity

- Assist senior technicians in reducing risks and rates of deterioration with the design and development of accessories or modifications to artworks to maintain and improve standards of storage, installation, display and transport.
- Assist with preventive conservation activities such as environmental monitoring, integrated pest management and maintenance of artworks on display.
- Maintain an organised workplace including equipment maintenance and workshop machinery as required.

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

- Provide accurate time estimates for activities undertaken.
- Participate in the design and to construct cases for travel and storage of artworks.
- Create and document display specifications and associated activity.

- Participate in the design and construction of gallery display furniture.
- Be knowledgeable regarding display and preventive conservation requirements.
- Assist with gallery installations.
- Complete documentation of work to support Tate programmes by maintaining work process documentation (documentation includes digital photography).
- Support workplace activity and implement required Health and Safety measures.
- Undertake courier activity and oversee transport and installation of art works at Tate and non-Tate sites.

Management, Supervision and Training

- Supervise contractors, interns and others 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

- A City & Guilds qualification in carpentry and joinery, or cabinet making or equivalent.
- Qualification and experience in the use of Industrial Wood and Metal Machinery and other specialised Workshop equipment to include use and maintaining hand and power tools.
- Able to demonstrate a broad range of developed craft skills including carpentry, metalworking and machine maintenance.
- Basic knowledge of the COSHH regulations and requirements.
- Willingness to acquire a sound working knowledge of contemporary and traditional art manufacturing processes.
- Awareness of art handling and interventive techniques.
- An adaptable and flexible approach to work with a practical and pragmatic approach to problem solving.
- Good observation skills, with attention to detail.
- Effective time management and organisational skills, with the ability to work well under pressure and prioritise a varied workload to meet deadlines.
- Able to work effectively as part of a team or alone with effective interpersonal and communication skills.
- Good IT skills including experience with core Microsoft packages.
- Ability to work collaboratively with a diverse range of colleagues and treat all colleagues with dignity and respect.
- Interest and commitment to the work of Tate.

Desirable

- Experience of working with a range of structural materials including wood, metal and plastics.
- Experience in the safe handling of artworks.

- Relevant First Aid qualification or willingness to train.
- Museum experience.

Summary of Terms and Conditions of Employment

Type of Contract

This appointment is offered on a fixed-term contract until 31 March 2019.

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 5L of the Tate pay scales.

An appointment to this post will be made at the minimum of the band at £21,902 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.
- Childcare Vouchers Scheme – offering savings on tax and national insurance.
- 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 **27 September by 2018**. Interviews will take place on **1 October 2018**.

Our jobs are like our galleries, open to all

