

## Anchorage Museum Association

Title: Conservator	
Reports To: Senior Collections Manager	
FLSA Status: Exempt	EEO Class: Professional
Approved By: Museum Director/CEO	

The Anchorage Museum is for people, place, planet, and potential, in service of a sustainable and equitable North, and with creativity and imagination for what is possible. We strive to be a place of ideas and transformation, narratives and perspectives, resilient and relevant communities, and responsive to a rapidly changing world toward a better future for all. We welcome diversity and inclusion and recognize all are enriched through diverse voices, viewpoints, and skillsets. The Anchorage Museum is committed to creating an anti-racist, fully inclusive organization and is an equal-opportunity employer.

### **Summary Position Statement:**

Under general supervision of the Senior Collections Manager, and with guidance from the Deputy Director of Conservation and Collections, the Conservator is responsible for the care and preservation of the Museum's diverse collection, which includes cultural heritage objects, paintings, sculpture, time-based media, prints and drawings, and objects of historical significance. The Conservator provides conservation treatment of both Indigenous and non-Indigenous material culture, as well as supports exhibition and loan projects, plays a vital role in emergency response, and oversees environmental monitoring and the integrated pest-management program.

### **Essential Functions:**

- Acknowledge that conservation is not neutral, and the field must intentionally and regularly revisit assumptions, approaches, and practice to promote a more equitable and inclusive practice
- Plan, perform and document conservation treatments for a broad range of objects and artworks
- Establish conservation and preventative conservation priorities in consultation with the Deputy Director of Conservation and Collections
- Collaborate on preventative care of the collections, especially regarding environment, pest management, and procedures for display, handling, packing, storage, and installation
- Maintain emergency response and recovery procedures
- Ensure compliance with current industry standards and best practices as well as trends in the profession
- Perform research on methods and materials that represent the stories held by works in the collections, while collaborating with Museum staff, artists, and source communities
- Assist with exhibition installation and deinstallation

- Advise and collaborate with the Loans Registrar on incoming and outgoing loan objects

### **Non-Essential Functions**

- Oversee contract conservators as needed to perform treatment on materials outside of the realm of staff expertise
- Manage the conservation laboratory and improve workflows while ensuring treatments meet professional standards and safe lab protocols
- Maintain program metrics, prepare reports, and contribute to funding applications
- Train and provide guidance to staff and volunteers in object handling, preservation decision-making, and physical care workflow
- Assist with creating access to objects and providing public programs on conservation and the work of a conservator
- Serve as an information resource for the general public and other cultural heritage institutions
- Performs other duties as assigned

### **Knowledge/Skills/Qualifications**

#### Knowledge of:

- Conservation theories, methods, and techniques
- Chemistry, art, and anthropology
- Safety precautions required when using hazardous chemicals
- Physical and chemical properties of organic and inorganic materials
- Environmental controls, measurement, and effects on materials

#### Skills:

- Examination, assessment, and treatment of objects
- Establishing and monitoring optimal environmental conditions
- Use of laboratory equipment

#### Ability to:

- Determine and perform techniques required for preservation and treatment of objects
- Establish and maintain good working relationships
- Mentor others in conservation principles and practices
- Collaborate with communities and lead projects
- Establish, manage, and adapt to shifting priorities

#### Qualifications

- Master's degree in conservation from an accredited university preferred; a combination of education and relevant experience may be considered

- Two years' experience in conservation
- One year of experience working with Indigenous communities preferred

### **Employee Expectations**

As an AMA employee, the incumbent is expected to model the following traits:

- Foster and maintain open communication and collaboration and actively engage in the exchange of ideas and maintaining constructive relationships
- Initiative and creativity in all aspects of the position
- Lead by example by maintaining a high standard of professional ethics and conduct
- Treat everyone with dignity and respect
- Support and uphold the policies, procedures of the AM

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required.

### **Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle or feel; reach with hands and arms; talk or hear. The employee is regularly required to stand; walk; and occasionally required to stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include color and close vision, and ability to adjust focus.

### **Work Environment:**

The work environment characteristics described here are typical of an office environment and representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.