

Conservation Technician, Mountcutting

Role Description



Job Ad Reference:

QAGOMA618135



Closing Date:

17th February 2025



Position Title:

Conservation Technician, Mountcutting



Position Type:

Permanent, part-time - 0.8 FTE (4 days/week)



Duration:

Permanent



Classification and salary

TO3

\$70,232 - \$75,742 per annum



Location:

Queensland Art Gallery |
Gallery of Modern Art, Brisbane



Contact Person:

Kim Barrett

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To be eligible to be a public sector employee, you must be an Australian citizen, or reside in Australia and have permission, under a law of the Commonwealth, to work in Australia. You are required to notify the Queensland Art Gallery | Gallery of Modern Art if you right to work in Australia ceases

About the Gallery

At the Queensland Art Gallery | Gallery of Modern Art (QAGOMA), our vision is to be Australia's most inspiring and welcoming gallery, and a global leader in the contemporary art of Australia, Asia and the Pacific. Our purpose is to connect people with the enduring power of art and creativity.

QAGOMA presents a dynamic program of Australian and international exhibitions, encouraging participation in the arts as a means of building community cohesion and wellbeing, and championing artists from Queensland and around the world to tell diverse stories. The Gallery's permanent Collection is developed and conserved for current and future generations and includes an internationally significant collection of contemporary Asian and Pacific art. Guided by our Reconciliation Action Plan, we are committed to elevating Aboriginal and Torres Strait Islander peoples, creativity, knowledge, customs and cultures.

We are committed to building a diverse, safe and inclusive workplace by supporting equal opportunities irrespective of gender, culture, generation, sexual orientation or disability. We promote a respectful workplace culture. We recognise the importance of supporting and retaining a mobile, flexible and agile workforce.

The Gallery is an arts statutory body managed by the Queensland Art Gallery Board of Trustees under the *Queensland Art Gallery Act 1987*. For more information please see the Gallery's Strategic Plan and Annual Reports on our website.

About this Role

The Conservation Technician, working in consultation with the Conservators, Works on Paper, undertakes, and has responsibility for, mountcutting and framing (standard and non-standard) of works on paper in the Gallery's Collection to professional museum standards. This position undertakes mountcutting and framing projects for works on paper from conception to completion. In this role you will be supported by the works on paper conservation team who will train you in the materials and methods we use at QAGOMA, building on your existing experience.

This position reports to the Conservator, works on paper.

This role is suitable for someone who enjoys historical, modern and contemporary art, making things with your hands, creative problem solving and

working alongside professional and technical staff across the gallery.

Key relationships

This role has key relationships with internal stakeholders including Conservators, works on paper, and the Conservation Framing Workshop team, particularly the Conservation Workshop Technician who is responsible for the construction of standard and non-standard frames.

The position also liaises and works in consultation with Conservation staff, Curators, Exhibition Design, Exhibitions Installation, Regional Services, Protection and Services section, Exhibition Workshop, and Registration staff.

Key Duties

- To work in consultation with the Conservators, Works on Paper, to undertake mountcutting and standard framing for works on paper in the Gallery's Collection and on loan to the Gallery to professional museum standards. Including:
 - Co-ordinate the selection of mount and standard / non-standard frame profiles with Curators.
 - Liaise with the Conservation Workshop Technician for the manufacture of standard / non-standard frames.
 - Facilitate Gallery Rotations of works on paper, by retrieving works from collection storage.
- To utilise preventive conservation methods recommended by the Conservators, Works on Paper, to professional museum standards and employ a high level of technical and problem-solving skills, executed with precision and attention to detail.
- To develop technical expertise and knowledge of preventive conservation relevant to matting, mounting and framing of works on paper, and to keep informed of current best practice. Including:
 - Undertake elementary hinging of works on paper.
 - Continue/develop skills in hinging of works on paper, particularly non-standard and complex hinging in consultation with Conservators.
 - To construct housing and storage systems for non-standard works on paper, in consultation with Conservators.
- To consistently employ handling techniques appropriate for highly fragile and significant artworks.
- To apply practical knowledge of manual handling and the effective operation of hand and power tools, with an understanding of relevant health

and safety considerations.

- To liaise with and work in consultation with staff in Conservation, Registration, Curatorial, Exhibition Design, Exhibition Installation, Regional Services, Exhibition Workshop, and other Gallery professionals to provide advice and assistance about the mounting and framing of works on paper.
- Create and keep accurate records to a high standard of all work undertaken and update labels and documentation/records in the Collection Management System where appropriate.
- To assist colleagues upon request with related large and complex projects or in prolonged treatments where a team approach is necessary.
- To maintain stocks of and place orders as necessary for mountcutting and standard framing materials and to ensure maintenance of tools and equipment and a clean and orderly work area.
- Understand and comply with specific regulatory requirements for this role including:
 - Workplace health and safety requirements and procedures
 - QAGOMA *Conservation Policy*
 - Australian Institute for the Conservation of Cultural Material [Code of Ethics and Code of Practice](#)
- To supervise casual mountcutting staff as required.

Are you the Right Person for the Job?

We'll assess your suitability for this role by looking at what you've done previously – the knowledge, skills and experience you've built, your potential for development, and your personal qualities.

Every staff member is expected to model leadership behaviours. This role requires the leadership capabilities of an Individual Contributor, as outlined in the [Leadership competencies for Queensland](#) booklet.

As an Individual Contributor, the following competencies are most relevant to this role:

Vision

- Thinks critically and acts on the broader purpose of the project.
- Embraces change and leads with focus and optimism in an environment of complexity and ambiguity.
- Proactively seeks clarification to ensure all aspects of the project are considered.

Results

- Builds and sustains relationships to enable the collaborative delivery of joint outcomes.
- Demonstrates accountability for the execution and quality of results through professionalism, persistence and transparency.

Accountability

- Fosters an inclusive workplace where health, safety and wellbeing is promoted and prioritised.
- Maintains a high standard of practice through governance and risk management.
- Acts professionally and adheres to the public service values and the Code of Conduct.
- Gains/maintains a sound knowledge of the Australian Institute for the Conservation of Cultural Material Code of Ethics and Code of Practice.

Technical (If TO or PO position)

To be eligible for appointment to this position you must:

- hold a relevant diploma qualifications in art studio practice, art history or preventive conservation, or agreed equivalent as determined by the Director.
- possess demonstrated experience in mountcutting, including the use of computerized / automated cutting and manual cutting, and mounting and framing of works on paper.

How to Apply

Please apply online at www.smartjobs.qld.gov.au.

Your completed application must consist of the following:

- Your current resume, including two (2) referees, one preferably your current supervisor, who may be contacted with respect to your application.
- A brief letter (1 page) telling us how your skills and experience align to the role and key duties.

QAGOMA is committed to increasing the diversity of our employees and encourage applications from individuals with diverse backgrounds. QAGOMA may take this information into account when deciding which applicants are best suited to positions as provided for in section 45(2)(b)(iii) *Public Sector Act 2022*. We encourage applicants from diverse backgrounds to disclose this during recruitment.

The selection panel will assess your ability to perform the work required of the position based on your application. Other selection processes may include an interview, work test, written exercise or psychometric testing where applicable. Pre-

employment checks, including referee checks will be conducted. Final selection will be based on all the above requirements.

Note that online submission of your application is the preferred method. If you are having difficulty with the Smart Jobs and Careers website please contact CAA Recruitment Services on (07) 3003 2341 or (07) 3003 2336 to enquire about alternative arrangements.

Additional Information

- All applicants are encouraged to advise the panel of any additional support or reasonable adjustments required during the recruitment process in order to ensure they can demonstrate their ability to meet the inherent requirements of the role.
- Preferred applicants are required to undertake employment screening including a criminal history check by Australian Police Services and a serious discipline history check. Only information relevant to the position will be considered.
- Any successful applicant who is not a current permanent employee of the Queensland Public Service will be employed for a minimum three-month probationary period.
- All new employees to the Queensland public sector must disclose any previous employment as a lobbyist within the last two years.
- Applications will remain current for up to 12 months after closing date where identical vacancies may become available in this time.
- A non-smoking policy is effective in Queensland Government buildings, offices and motor vehicles.
- If you are the successful applicant, the Gallery will work with you to ensure reasonable adjustments are made in the workplace to enable you to work safely and productively.