



## Job description

Job title	Senior Conservation Technician, Paper and Photographs
Department	Conservation
Contract	Fixed-term until 31 March 2027
Salary	£31,527 per annum
Hours	Full-time, 36 hours per week
Location	London
Reporting to	Paper Conservator

## 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 the national collection of British art from the 16th century to the present day, and international modern and contemporary art from 1900 to the present day, spanning all continents. We seek to expand access to the collection and deepen understanding of art in all its diversity.

Tate is a leading global institution, and we influence critical thinking about art practice. Tate is committed to maintaining free entry for audiences to our collections. 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 develop their own creative potential.

We want to welcome audiences that better reflect the towns and cities in our nation and attract a diverse international public. Our reach is already powerful. We intend to increase its impact across society, with art that resonates around the world.

Everyone who works at Tate has a role to play in achieving these goals. We offer exciting work built around our love for art, and have a strong commitment to equality, diversity and inclusion, with the aim to have our workforce and audience as diverse as the communities we serve. And everything we do is only possible thanks to our fantastic colleagues, who really know their stuff, support each other and want to do the best for our audiences.

We hope you will consider joining our team.

You can find further information about Tate on our website: [www.tate.org.uk](http://www.tate.org.uk).

## About the role

The Senior Conservation Technician provides technical expertise on the mounting, framing, storage and packing of art on paper, photographs, library, and archive material. Day to day you will undertake a variety of traditional and modern mounting, framing, and housing techniques, devise display, installation and packing methods, and advise and train paper conservation technicians. You'll work closely with a paper conservator and the wider team

to review and document your work to ensure the highest standards in the care of Tate's paper-based collections.

## **About your team**

The Paper and Photographs Conservation team care for Tate's collection of works of art on paper, photographs and library and archive material as well as paper-based installations and digital files for reprinting. The team is creative, pragmatic, enjoys testing out new ideas, providing solutions and collaborating with colleagues from other departments. They work with all aspects of Tate's collection including Loans-out, Acquisitions, Exhibitions & Displays and Library & Archive for Tate Britain, Tate Modern, Tate Liverpool and Tate St. Ives.

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**

Motivated and skilled people are key to our continued success, and we want everyone at Tate to have the opportunity to develop and thrive. In this team, you will be encouraged to contribute your ideas, realise your potential, and learn new skills and knowledge.

## **What you will do** (Main Duties and Responsibilities)

### **Provide technical expertise for paper and photograph artworks in Tate's Collection**

- Provide the paper and photograph conservation team with technical support, including installation methods, framing, glazing specifications, bespoke book cradles and storage.
- Design and create specifications, bespoke packing, and supports/mounts for art on paper and photography.
- Research and formulate innovative approaches to solve complex technical problems.
- Create and update records for Tate's Collection Management System (TMS) and Conservation records.
- Advise staff at all levels on technical requirements for works of art on paper and photographs.

### **Collections Care and Preventive Conservation Activity**

- Active involvement in the design, development, and use of long-term collection care procedures, including those for packing, transport, storage, display and installation.
- Assist with preventive conservation activities such as environmental monitoring, integrated pest management and maintenance of works of art on display.
- Maintain an organised workplace including equipment maintenance and material supplies as required.

### **Support for Tate programmes**

- Provide accurate time and cost estimates for your activities.
- Organise and deliver technical input on time and within budget for agreed projects.

- Provide recommendations for art on paper and photography including transport, handling, installation and display for Tate sites and loans programmes.
- Undertake courier activity, overseeing the transport and installation of works of art at Tate and non-Tate sites.
- Create display specifications and document recommendations.
- Support workplace activity and implement required Health and Safety measures.

### **Management, Supervision and Training**

- Manage staff, including performance management against objectives in line with Tate's Performance Review process.
- Provide support to staff, creating an inclusive environment which enables everyone to thrive at work.
- Act as a mentor to interns and colleagues supporting and developing professional expertise within the Conservation department.
- Supervise project teams and contractors by providing work plans, quantifying the required resources and ensuring quality of work.
- Support the Conservation department's management team in reviewing, improving, and implementing policies and procedures.

### **Public and Professional Activities**

- Keep up to date on current thinking and best practise in own specialist field through Continuing Professional Development.
- Share knowledge and expertise with colleagues.

### **What you will bring to the team**

- A fine art, craft or technical qualification, or equivalent experience.
- Practical experience of frame making, using hand and power tools with knowledge of the health and safety issues.
- Experienced in handling works of art on paper and library and archive material with an understanding of the style and construction of different mounts, frames, supports and boxes.
- Background knowledge of historical and modern drawing, printing and painting media.
- Experience of supervising or managing staff or volunteers and ability to create an inclusive and respectful culture within a team.
- Organisational, time management and planning skills with the ability to work well under pressure and prioritise workload to meet deadlines.
- A pragmatic approach to problem solving with consideration of practical and ethical issues.
- Good communication skills, both written and verbal.
- Ability to work effectively both as part of a team and with a high degree of self-supervision.
- Basic I.T. skills, such as working with Word, Excel, Photoshop, Illustrator, SketchUp and databases.

- An interest in and commitment to the work of Tate.

## 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
- 25 days leave per year, rising to 27 (pro rata for part time colleagues).
- 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/](http://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 5 May 2025 by midnight. Interviews will be held in May 2025.

Where vacancies attract large volumes of applicants, we reserve the right to close this vacancy early. Therefore, if you are interested, please try to submit your application as early as possible.

