



## Job Description

Job title	Paper Conservator
Department	Conservation
Contract	Permanent
Salary	£38,394
Hours	Full Time, 36 hours per week
Location	Tate Britain, Millbank, London
Reporting to	Conservation Manager, Paper and Photographs
Responsible for	Acquisitions

## 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 Paper Conservator for acquisitions provides specialist knowledge on the care and conservation of historical and modern works of art on paper. Day to day, you will undertake condition assessments, technical examination, conservation treatment and research on artists materials and techniques, to ensure the long-term preservation of the collection. You'll provide advice on mounting, framing, installation, packing and storage, and advocate for the conservation of works of art on paper to specialist and non-specialist audiences.

## **About your team**

The Paper and Photographs Conservation team treat a broad range of artworks and enjoy being creative, pragmatic, testing out new ideas, providing solutions, and collaborating with colleagues. They work across all programme areas from Loans-out, Acquisitions, Exhibitions & Displays and Library & Archive.

The Conservation department provides specialist conservation services to support the programme and care for Tate's Collection and sits within the Collection Care division. Specialist areas include Time-based media, Paintings, Frames and Workshop, Sculpture and Installation Art, Paper and Photographs, Conservation Science and Preventive Conservation. The department is led by the Head of Conservation - 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.

## **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)

### **Technical Examination, Research, Treatment and Documentation of Works of Art on Paper and Photographs**

- Assess and analyse the structure and condition of works of art, using a full range of specialist techniques.
- Apply conservation procedures to formulate treatments ensuring high standards of preservation and presentation; use innovative solutions to solve complex problems and to develop treatments.
- Undertake treatment and document works of art on paper in Tate's collection and care.
- Investigate artists' techniques, fabrication methods and conservation strategies.
- Create and update records for Tate's collection management system (TMS) and Conservation Records.

## Collection Care and Preventive Conservation

- Liaise with Conservators, Registrars, Conservation Technicians and Art Handling Technicians to ensure works are safely packed and installed.
- Active involvement in the design, development, and implementation of long-term collection care procedures, including packing, transport, storage, display, and installation. Create case specifications and design specialist storage.
- Undertake preventive conservation such as environmental monitoring, integrated pest management and event management.
- Support studio activity and implement Health & Safety measures.

## Support for Tate's Programmes

- Participate in Tate wide teams for the acquisition, exhibition, display, and loan out of works of art on paper, providing advice and recommendations on all aspects of care, and use of the collection.
- Provide accurate time and cost estimates for your activities.
- Co-ordinate projects and organise/deliver conservation input on time and within budget.
- Provide display specifications and recommendations for safe transport, handling, and installation of works of art for Tate sites and loans programmes, advise staff as required.
- Undertake courier activity, oversee transport and installation of art works at Tate and non-Tate sites.
- Undertake condition checks, treatment, and associated activity in support of programmes.
- Devise maintenance schedules for works in the collection; monitor and undertake maintenance duties.

## Management, Supervision and Training

- Undertake line management, including performance management and provide support to staff, creating an inclusive environment which enables everyone to thrive at work.
- Act as a mentor to interns and conservation colleagues on the care of works of art on paper.
- Contribute to programmes of training and development for Tate staff, interns, specialist and non -specialist audiences.
- Supervise agreed project teams; plan and oversee the work.
- Support the Conservation department's management team in reviewing, improving, and implementing procedures and policies.

## Public and Professional Activities

- Keep up to date on current thinking and best practice within specialist conservation area through Continuing Professional Development and liaising with external colleagues.
- Share knowledge and expertise within the Conservation department and wider Tate.
- Raise Tate's national and international profile through public and academic engagement.
- Support learning activities and initiatives; contribute to lectures, tours, and publications.

## What you will bring to the team

- Professional qualification in conservation of works of art on paper or equivalent experience.
- Experience carrying out condition assessments, treatment estimates and documentation.
- Proven experience treating a wide range of works of art on paper, to a high standard with full consideration of practical and ethical issues.
- Demonstrable analytical and problem-solving skills where complex conservation challenges arise.
- Understanding of the long-term care issues in your specialist area and ability to provide expert advice.
- Proven experience providing advice and guidance for framing, storage, transport, installation of works of art in your specialist area.
- Effective communication skills, with experience advocating for conservation as well as the ability to collaborate and create networks at Tate and the wider conservation profession.
- Demonstrable organisational, time-management and planning skills with the ability to work well under pressure and prioritise workload to meet deadlines.
- Ability to work effectively within a large and complex organisation, as part of a team or alone.
- Good IT skills, including image processing, database software and knowledge of best practice in the field of digital preservation.
- An understanding of diversity and inclusion and the ability to apply these in practice at work.
- 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.

## Employee 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
- 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 22 March 2026 by midnight. Interviews will be held on the week commencing Monday 30<sup>th</sup> March.

