

## CAREER OPPORTUNITY

Objects Conservator, Pack, Prep, Move (PPM)  
Conservation Department  
Archives, Collections and Research Division

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Three Full-Time Auxiliary Positions (temporary 2-year term)  
Heritage Resource Officer 21  
Annual Salary Range: \$67,728 - \$77,012

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The Royal BC Museum (RBCM) was established in 1886, making it one of the oldest continually operating museums in Canada. Since its inception the museum has changed and evolved alongside the rest of the province. Today's RBCM is committed to creating community connections, gathering spaces and educational programs, and to providing opportunities for critical thinking, self-reflection, and thought-provoking experiences to people across BC and around the world.

The archives were founded in 1894 and in 2003, both organizations joined together to become BC's combined provincial museum and archives, with its purpose being to broaden the understanding about our province. We are passionate about inspiring curiosity and wonder, while sharing BC's story with millions of visitors who walk through our doors and explore our website each year.

IMAX® Victoria is also part of the RBCM and provides incredible immersive cinematic experiences and work in tandem to deliver inspiring educational and entertaining experiences.

The RBCM, is updating not only the facilities and infrastructure, it is creating a new Collections and Research Building in Colwood, BC. It is an exciting time to join the museum team as we rethink and modernize our methods and processes, and welcome the perspectives and stories of all British Columbians.

The conservation and preservation team of the Royal BC Museum provides for the conservation and preservation of the archival, human history and natural history collections. The conservation and preservation team of the Royal BC Museum provides for the conservation and preservation of the archival, human history and natural history collections. Staff provide information to the museum community and are involved with the Royal BC Museum's outreach, exhibits, research and education programs.

Under the direction of the Conservation Manager, Conservators act to preserve the Museum's collections while maintaining access. Conservators evaluate and record the physical condition and the environment of collections that are in storage, on exhibit, and on loan. Conservators plan and perform conservation treatments on individual objects for exhibit or for other purposes, and communicate the principles of preventative conservation, research and treatments to staff, the general public and other groups.

Requirements include a Master's degree in objects conservation and at least two years of conservation lab experience, or a bachelor's degree combined with an advanced diploma or certificate in cultural heritage conservation/management and four years of conservation lab work. You should also have hands-on experience in assessing, stabilizing, and packing museum collection items for short-distance moves, as well as designing safe housing for collection pieces.

Additionally, candidates are expected to possess comprehensive knowledge of conservation theory, methods, and ethics, familiarity with Integrated Pest Management and environmental monitoring in museum settings, expertise in planning and executing conservation treatments for cultural heritage objects, and a solid grasp of material testing methods for packing or displaying objects. Understanding of conservation treatments for natural history specimens, historic houses, or industrial objects is advantageous.

**Before you apply for this position, you must meet the eligibility requirements. To be eligible to work in Canada, you must be a Canadian citizen or permanent resident of Canada or authorized in writing to work in Canada under the federal Immigration Act. Eligibility to work in Canada is granted through citizenship, permanent resident status, or a work permit.**

**An eligibility list may be established for future temporary and/or permanent vacancies**

### **How to Apply:**

Your application must clearly demonstrate how you meet the job requirements listed with the job profile.

**Please submit your resume, cover letter and portfolio in pdf format by Wednesday October 18<sup>th</sup>, 2023 at 11:59 pm (PST) with the following subject line: Last Name, First Name, RB2023 - 57 via email to: [RBCMapapplications@royalbcmuseum.bc.ca](mailto:RBCMapapplications@royalbcmuseum.bc.ca)**

### **Portfolio**

- Five examples of professional conservation treatments conducted independently

**Additional Information:**

This position requires a Criminal Records Check under the BC Public Service Screening Policy and the Criminal Records Review Act. All applicants must be legally entitled to work in Canada (i.e., have Canadian citizenship or permanent resident status).

The Indigenous Applicant Advisory Service is available to applicants that self-identify as Indigenous (First Nations, status or non-status, Métis, or Inuit) person seeking work or already employed in the BC Public Service. For guidance on applying and/or preparing for an interview, please contact [IndigenousApplicants@gov.bc.ca](mailto:IndigenousApplicants@gov.bc.ca) or call #778-405-3452.

The Royal BC Museum, Archives and IMAX Victoria celebrate culture and history, sharing the stories of British Columbia in ways that enlighten, stimulate and inspire. Through research and learning, we strive to broaden understanding of our province and inspire curiosity and wonder. Located in Victoria on the traditional territory of the Lekwungen (Songhees and Xwsepsum Nations), we are proud to welcome 800,000 visitors annually.

We are committed to creating a diverse workplace where everyone is celebrated.

As an inclusive and accessible employer, please advise People and Development of any accommodations required to assist you to ensure equitable participation in this hiring process.

## JOB PROFILE

Position # 50273, 00139051, 00139052

**TITLE: OBJECT CONSERVATOR, PPM**  
**SUPERVISOR TITLE: CONSERVATION MANAGER**  
**SUPERVISOR POSITION #: 47270**  
**DEPARTMENT: CONSERVATION**  
**DIVISION: ARCHIVES, COLLECTIONS AND RESEARCH**

**CLASSIFICATION: HRO 21**

### CONTEXT

The Royal BC Museum is situated on the territories of the Lekwungen People, known today as the Songhees and Xwsepsum First Nations.

The Royal BC Museum (RBCM) was established in 1886, making it one of the oldest continually operating museums in Canada. By exploring our human history and natural history, the Royal BC Museum advances new knowledge and understanding of British Columbia, and provides for a dynamic forum for discussion and a place for cultural reflection.

The RBCM, which includes the provincial archives, is undergoing modernization. Modernization is a complex, transformational process that not only impacts the museum's physical presence and facilities, but also requires the museum team to undergo adaptive and technical organizational changes.

As an institution that encourages gathering, learning, critical thinking, self-reflection and thought-provoking experiences for people of all ages, modernization demands that the museum evolve and remain relevant to the communities it serves and in doing so, the team must embody and exemplify a commitment to:

- being accountable for our individual and collective learning and embracing informed, values-based ways of working that honours diversity, inclusivity, accessibility and equity such that this commitment is evident in our interactions and relations with one another internally, and also with visitors, the public, our industry and business partners, and our community stakeholders.
- being a place where diverse peoples and communities of British Columbia feel welcome in the museum and supported as they tell their truths and share the lived experiences of their current and past generations.
- honouring and presenting an authentic human history that represents a vibrant, diverse province that exists today, which is central to RBCM's transformation.
- incorporating an informed and values-based adoption, dissemination and implementation of Truth and Reconciliation principles, DRIPA and the province's DRIPA Action Plan.
- being a centre of respectful, inclusive, self-motivated, team-focused collaboration.

RBCM has over 7 million objects and specimens and millions of significant government documents and records; substantial photographic, audio and video collections; artworks; and an extensive library of publications. Through research, learning, outreach and community engagement, we strive to broaden understanding about our province and inspire curiosity and wonder.

## DEPARTMENT OVERVIEW

The conservation and preservation team of the Royal BC Museum provides for the conservation and preservation of the archival, human history and natural history collections. The conservation and preservation team of the Royal BC Museum provides for the conservation and preservation of the archival, human history and natural history collections. Staff provide information to the museum community and are involved with the Royal BC Museum's outreach, exhibits, research and education programs.

## JOB OVERVIEW

Under the direction of the Conservation Manager, Conservators act to preserve the Museum's collections while maintaining access. Conservators evaluate and record the physical condition and the environment of collections that are in storage, on exhibit, and on loan. Conservators plan and perform conservation treatments on individual objects for exhibit or for other purposes, and communicate the principles of preventative conservation, research and treatments to staff, the general public and other groups.

## ACCOUNTABILITIES

1. Participates in collection management projects of objects and specimens in acquisition, storage, or on loan, exhibit or travel:
  - assesses the physical stability of collections and recommends handling procedures, storage methods and use restrictions
  - supports teams on repatriation and the return of belongings home
  - supports teams on preparing and packing all collections for moving
  - designs and/or constructs storage systems, mounts and supports for use in storage, exhibits and for safe travel
  - provides advice on the installation, maintenance and/or upgrading of exhibit and storage areas
  - writes and updates digital reports with photographs on the physical condition of objects
  - plans, designs and directs or undertakes the packing of artifacts for travel
  - maintains and monitors the operation of environmental monitoring equipment, interprets equipment records and responds to problems
  - inspects incoming objects and vulnerable collections in storage for insect or other infestation and implements appropriate treatment action
  - performs conservation assessments on potential acquisitions
  - develops, communicates and updates corporate disaster/salvage plans, and responds when necessary to situations requiring emergency conservation actions.
2. Plans, executes and documents conservation treatments necessary to preserve natural and human history objects according to professional ethics, best practice and legislation:
  - identifies object component materials, techniques of fabrication and conducts or arranges for material analysis
  - assesses the nature and cause of deterioration or damage to the object
  - designs, in consultation with the curator or collections manager, specific treatment plans by using established techniques or by researching and developing new treatment, cleaning and repair techniques

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- cleans, repairs, stabilizes, consolidates and/or restores objects using mechanical and chemical techniques and completes treatment reports with digital photo documentation
2. Conducts and communicates principles of preventative conservation, research and treatment:
    - Conducts pest management inspections and surveys
    - responds to enquiries from the public, colleagues, community museums and related heritage institutions
    - conducts workshops, lectures and advises community museums on the conservation, research and treatment of collections
    - publishes information for general and professional use on conservation of heritage objects, participates in applied conservation research, publishes findings in professional journals and other non-refereed publications.
  3. Performs other related duties including:
    - assigns, monitors and reviews the work of interns and volunteers
    - assists curators, collections managers and various staff with the interpretation of objects by analyzing materials, techniques of construction and patterns of use
    - assists with the installation and dismantling, condition reporting and environmental monitoring of visiting exhibit objects
    - maintains and updates conservation files, including scanning older files and database use and updates
    - maintains inventory of lab equipment, supplies and photographic and written records of artifacts

## **JOB REQUIREMENTS**

Candidates are initially assessed on the Education and Experience criteria. Those who meet these criteria will be invited to demonstrate their skills, abilities and behavioral competencies through various assessment methods.

### **Education and Experience:**

- A Master's degree in objects conservation AND two or more years of work experience in a conservation lab, OR a bachelor's degree and an advanced/graduate diploma or certificate in cultural heritage conservation/management AND four years of work experience in a conservation lab.
- Experience in assessing, stabilizing, and packing various museum collections objects for short distance moves.
- Experience in designing long-term and short-term safe housing for various collection objects.
- Experience in collection hazard identification, risk mitigation, documentation, treatment and packing.

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Note: Successful completion of security screening requirement of the BC Public Service, which may include a criminal records check, and/or Criminal Records Review Act (CRRA) check, and/or enhanced security screening checks as required for the museum.

### **Knowledge (Assessment Criteria):**

- Comprehensive knowledge of current conservation theory, methods and ethics.
- Knowledge of Integrated Pest Management and environmental monitoring practices in museums.
- Thorough understanding of how to plan and conduct conservation treatments on a wide variety of cultural heritage objects.
- Thorough understanding of how to plan and conduct conservation treatments on natural history specimens, historic houses, and/or industrial objects is an asset.
- Thorough understanding of the methods and techniques for testing materials for suitability in the packing or display of objects.

### **Skills & Abilities (Assessment Criteria):**

- Ability to think creatively and apply research skills to improve methods in conservation science.
- Ability to make sound decisions that balance the needs of community and knowledge keepers with the need for the long-term conservation of objects and belongings.
- Excellent hand-eye coordination.
- Excellent oral communication skills.
- Excellent written communication skills.
- Excellent time management skills.
- Proficiency in digital documentation of conservation processes.

## **BEHAVIOURAL COMPETENCIES**

- **Cultural Agility** – is the ability to work respectfully, knowledgeably and effectively with Aboriginal people. It is noticing and readily adapting to cultural uniqueness in order to create a sense of safety for all. It is the capacity to relate to or allow for differing cultural perspectives and being willing to experience a person shift in perspective.
- **Teamwork & Cooperation** - ability to work co-operatively within diverse teams, work groups and across the organization to achieve group and organizational goals. It includes the desire and ability to understand and respond effectively to other people from diverse backgrounds with diverse views.
- **Results Orientation** - is a concern for surpassing a standard of excellence. The standard maybe one's own past performance (striving for improvement); an objective measure (results orientation); challenging goals one has set; or even improving or surpassing what has already been done (continuous improvement). Thus, a unique accomplishment also indicates Results Orientation.

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- **Service Orientation** - implies a desire to identify and serve customers/clients, who may include the public, colleagues, partners (e.g., educational institutes, non-government organizations, etc.), co-workers, peers, branches, ministries/agencies and other government organizations. It means focusing one's efforts on discovering and meeting the needs of the customer/client needs.

## **Portfolio**

- Five examples of professional conservation treatments conducted independently

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Job Family:

Job Stream:

PSA Approved Date: