

ARMS, ARMOUR & METALWORK CONSERVATOR POST

Permanent, full-time

THE WALLACE COLLECTION

The Wallace Collection is a collection of fine and decorative arts formed in the eighteenth and nineteenth centuries by four successive Marquesses of Hertford and the fourth Marquess's heir, Sir Richard Wallace. It was gifted to the British nation in 1897 and opened as a national museum in June 1900 in Hertford House, a grade II listed building in central London.

The Wallace Collection owns perhaps the finest collection of French eighteenth-century paintings, porcelain and furniture outside France. The Collection also includes highly important Old Master paintings, a unique collection of French nineteenth-century paintings, Medieval and Renaissance bronzes, ceramics and works of art, and a superb collection of European, Indo-Iranian and Ottoman arms and armour.

THE CONSERVATION DEPARTMENT

The Conservation Department comprises the Head of Conservation, a Senior Furniture Conservator, a Conservation Craftsman/Technician and a Frames and Gilded-Wood Conservator. The staff of the Department carries out both furniture and metals-related conservation work in-house, monitors environmental conditions within the building, and is responsible for the safe moving of art-objects in the Collection, including helping with the installation and de-installation of gallery displays and temporary exhibitions, while also providing general technical support to the Collection. Other art-object assessment and materials conservation is undertaken by external conservators, over whom the Conservation Department maintains a watching brief.

OVERALL PURPOSE AND ROLE

To work as a member of a small team, assisting the Head of Conservation to carry out general Departmental policy and aims.

1. To safeguard the Collection, making it accessible for the present generation and preserving it for the future
2. To maintain and improve the conservation and display of the works of art
3. To assess and monitor the appropriate environmental conditions for the works of art
4. To maintain Hertford House and its services

RESPONSIBILITIES

- Undertake conservation of metalwork, arms, and armour in the Collection (with special reference to Ottoman, Indian, and Iranian arms and armour), under the direction of the Head of Conservation and relevant Curators.

- Work to a policy of minimum-intervention conservation to stabilize deterioration, and (where appropriate) restoration to the highest possible standards, with continuous record keeping (both photographic and written).
- Prepare treatment proposals and full post-conservation reports, where required, for approval by the Head of Conservation and appropriate Curator.
- Keep abreast of historical research, new developments and publications on techniques and materials within the conservation field (drawing to the attention of one's colleagues any material relevant to their interests), and carry out on-going training.
- Work within the guidelines of the C.O.S.H.H. regulations and requirements.
- Arrange, organise, co-ordinate and supervise the work of metals conservation interns as required.
- Assist with monitoring the environmental control of all works of art, through the Collection's Meaco environmental monitoring system and by other means, liaising with and acting in support of the Facilities Department.
- Assist as required in the specialist tasks of moving furniture, pictures, and other objects for photography, study and re-display.
- Promote the work of the Department by receiving visitors and groups, lecturing, publishing articles, and attending conferences.
- Participate in the rolling programme of conservation surveying, and artobject photography.
- Perform any additional duties as reasonably requested by the Head of Conservation.
- Work closely with the Development Team to attract and to engage supporters and enthusiasts of conservation and metalwork.

ADDITIONAL RESPONSIBILITIES

In such a small institution as the Wallace Collection you may on occasion be expected to spend time on other activities, including assisting members of staff in other Departments. These are secondary activities and would normally take place in conjunction with the general duties outlined above. For example:

- Pest Control in furnished galleries
- General 'Gallery Cleaning' sessions (weekly and monthly)
- Gallery maintenance and (in emergencies) gallery manning duties
- Assistance with installing and de-installing major temporary Exhibitions
- Acting as 'curator' on duty for evening events, as required (for which overtime payments are made)

ESSENTIAL REQUIREMENTS

A nationally-recognised qualification in Conservation, with special reference to metals
Experience of relevant conservation work within the museum sector
Ability to work on your own initiative, under close supervision, or as a member of a larger team, and the ability to prioritise a heavy and varied workload
Computer literacy
Ability to work at height confidently and lift heavy weights
Be flexible, patient, conscientious, and discerning

DESIRABLE REQUIREMENTS

A professional experience of, and/or personal interest in, arms and armour
Experience of digital photography (you will be expected to develop these skills further)
Interest or experience in the use of a portable X-Ray Fluorescence scanner
An interest or track-record in publishing within the sector

KEY RELATIONSHIPS

The Head of Conservation
Assistant Curator of Ottoman, Middle-Eastern and Asian Arms and Armour
The Curator of Arms and Armour
Assistant Curator of Works of Art
The Head of the Curatorial Department
Curatorial Assistants

REPORTING STRUCTURE

Reporting to the Head of Conservation

REMUNERATION AND WORKING HOURS

The salary for this post is Band G, and is expected to be £24-26,000 per annum depending on skills, knowledge and experience. In addition, the post-holder will receive 25 days paid annual leave, in addition to Bank Holidays, plus 2.5 "privilege" days, membership of a pension scheme and an interest-free season ticket loan (after six months' service).

This is a full-time post for 40 hours per week. However, some flexibility will be expected, as the need to do occasional evening and weekend work is a requirement of this post.

APPLICATION

The closing date for applications is 1 July 2019 (midnight)
Interviews will take place in mid-July 2019

A full job description and application form for the position can be found and downloaded from our website www.wallacecollection.org. Alternatively, you can write to the HR Department, The Wallace Collection, Hertford House, Manchester Square, London, W1U 3BN for a postal application pack.

The Collection will not consider applications made via a CV.

If you have not heard from us within two weeks of the closing date, please assume that you have not been shortlisted for interview on this occasion.

The Wallace Collection is an equal opportunities employer