



100 Brickstone Square, Andover, MA 01810-1494

NEDCC Seeks Assistant Photograph & Paper Conservator

NEDCC invites applicants for the position of Assistant Photograph and Paper Conservator. The individual will join the eight-member staff of the Paper and Photograph Conservation Department. The opening is a full-time position in our conservation laboratory located in Andover, Massachusetts.

NEDCC's staff work toward the common goal of providing a superior client experience through our preservation and conservation services, which include book conservation, paper and photograph conservation, digital imaging, digital audio reformatting, and preservation services and outreach. To find out more about NEDCC please see our website, www.nedcc.org.

Responsibilities:

The Assistant Photograph and Paper Conservator will focus heavily on the treatment of a wide variety of photographic artifacts and formats from contemporary fine art photographic prints to archival photographic materials both cased and in print formats. Objects can include silver gelatin POP and DOP materials, chromogenic prints, gum bichromate, Woodburytypes, CDV's and cabinet cards as well as bound photographic albums, etc. The candidate will also be responsible for the treatment of a wide variety of paper-based artifacts that may include archival documents and oversize materials such as period posters and historic wallpaper. The candidate must have excellent manual skills and a proper knowledge of conservation theory and standards of practice.

Qualifications:

A Master's degree from a recognized conservation program and a minimum of 2 years postgraduate experience treating photographs and works on paper is required with a primary emphasis on photograph conservation training. The candidate must have good organizational, verbal, and writing skills and the ability to work in a group environment is essential.

Skills must include:

- Precision hand-skills
- Excellent communication skills
- Ability to treat fragile, oversized, and historically valuable objects
- Ability to work efficiently while maintaining conservation standards
- Ability to meet deadlines and assist in coordinating group projects

Salary is commensurate with experience.

A comprehensive benefits package is included.

If selected for an interview, the applicant is expected to present a portfolio of completed projects during the interview process. A presentation before the senior management staff will be required.

NEDCC is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability status, protected veteran status, or any other characteristic protected by law.

Please send resume and three references by email to:

Michael K. Lee, mlee@nedcc.org
Director of Paper and Photograph Conservation
NEDCC | Northeast Document Conservation Center