



100 Brickstone Square, Andover, MA 01810-1494
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Book Conservation Technician

Position Summary

The Northeast Document Conservation Center (NEDCC) is seeking a book conservation technician to work in its book conservation laboratory. Applicants should have the ability and judgment to work independently and as part of a team of conservators. The position offers an opportunity to spend a concentrated amount of time at the bench in a spacious laboratory with highly skilled colleagues.

Responsibilities

Conservation work includes treatment of book pages as well as bindings. Volumes conserved at NEDCC are varied and may include printed books and pamphlets, bound manuscripts and prints, and scrapbooks and albums. Responsibilities include: performing all conservation procedures including examination, treatment and documentation; and assisting with surveys, educational programs and consulting with clients. Basic computer and digital photography skills, analytical ability and writing skills are required. An awareness of preservation principles and their relation to treatment options are also important.

Qualifications

Experience in book conservation is required. Only persons with the legal right to work in the United States are eligible. Salary will be commensurate with experience.

NEDCC is a regional conservation center specializing in the preservation and conservation of paper-based objects. The Center is located in Andover, MA, 25 miles north of Boston. All NEDCC conservation staff are required to abide by the Code of Ethics and Guidelines for Practice of the American Institute for Conservation.

Application Process

Please send a resume, letter of intent and the names of three references to:

Mary Patrick (MP) Bogan
Director of Book Conservation
NEDCC
100 Brickstone Square
Andover MA 01810-1494

Electronic applications can be sent to mpbogan@nedcc.org