

# SOPHIE BROWN

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## CONSERVATION & FRAMING

**Role description:** Paper Conservator

### **About Sophie Brown Conservation & Framing**

Sophie Brown Conservation & Framing is a successful, Sydney-based private conservation and conservation framing practice in business for 20 years. With an enviable client base including public institutions and private clients, we have a well-established reputation for the quality and integrity of our work. Joining us, you will become part of our close-knit team of professionals devoted to the preservation and presentation of our client's fine art and objects.

### **The role**

We are seeking a paper conservator interested in working in private practice with 2 to 3 year's professional experience. The position is full time permanent.

### **What the role involves**

The successful candidate will work closely with and report to our Head of Paper conservation in our Stanmore paper conservation lab and framing workshop.

You will undertake conservation treatments for both public institutions and private clients on a wide variety of paper-based works including but not limited to watercolours, pencil sketches, a wide range of prints, documents, maps, screens, photographs and bound volumes.

Your day-to-day activities will include meeting with clients to provide advice on conservation treatment options, analysing and preparing treatment approaches and providing quotations to clients. You will also liaise with subcontractors and suppliers. Once treatments are complete, you'll be required to prepare written treatment reports containing photographs.

### **Essential criteria to be considered for this role:**

- A degree in the conservation of cultural materials or equivalent, specialising in paper conservation.
- Excellent communication skills in English, both written and spoken.

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### **Essential criteria cont'd:**

- Intermediate Microsoft program skills (such as Outlook, Word and Excel)
- The successful candidate must be and remain fully vaccinated (including boosters). Note: we will require evidence of vaccination status.
- Australian citizenship, residency, or a valid working visa.
- Demonstrated, hands on practical experience treating paper-based materials.
- Sound level of understanding of current conservation principles, procedures and techniques, as well as the ethics of contemporary conservation practice.
- Experience in preparing quotations and post treatment reports.
- Knowledge of WHS practices in the conservation environment.

### **For this role, you will also need:**

- Commitment and enthusiasm for working in private practice.
- Willingness and initiative to learn from others.
- Demonstrated ability to work independently as well as collaboratively.
- An excellent work ethic and ability to manage time effectively particularly when managing multiple conservation treatments at a time.
- Able to evaluate and contribute to solving challenging conservation problems.
- Ability to effectively communicate with clients about conservation approaches and to develop strong client relationships.
- Commitment to your ongoing professional development.
- Membership of an appropriate professional organisation such as AICCM, or eligibility to apply for membership is highly desirable.
- A current Australian driver's licence is desirable but not essential.

### **At Sophie Brown Conservation & Framing we offer:**

- An attractive remuneration package from \$56-\$68K, negotiable dependent on experience, plus 10% superannuation.
- A supportive environment, working with committed conservation professionals who can help you grow your professional and commercial skills.
- Experience across a wide variety of paper-based conservation projects
- Flexible working arrangements.
- Annual professional development.

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### **What you need to do to apply:**

If you think you have the skills and passion for paper conservation required to work with us, please send:

- Your current resume with two referees.
- A one-page cover letter outlining how your skills and experiences make you the right candidate for this role.

Any queries regarding this role, please email or call Wendi Powell, Head of Paper Conservation

Email: [conservator@conservationframing.com.au](mailto:conservator@conservationframing.com.au) Phone: +61 2 9518 6677