COMPETITION

CAREER OPPORTUNITIES:

Ingenium - Canada's Museums of Science and Innovation is currently seeking a dynamic individual to fill the position of:

MANAGER, CONSERVATION SERVICES

Reference Number: 2019/2020-INGENIUM-064

Salary Range: $79,292.72 - $96,468.71 Level: 10

Employment Status: Indeterminate / Full-time

Language Requirements: Bilingual (CBC/CBC)

Security Requirement: Enhanced reliability

Position Number: 9707

Branch: Collection and Research

Who can apply? Ingenium - Canada's Museums of Science and Innovation employees and external candidates

Summary of Duties:
Reporting to the Director, Collection and Conservation Services, plans, organizes and manages the administration and operational functions of the Conservation Department. Supervises conservation staff including any additional part-time, temporary, and/or contracted staff. In addition, undertakes preventative conservation and treatment of artifacts in the Ingenium collection.

The standard weekly hours are: SWW 37.50 Hrs (5 days consecutive Mon. - Fri.)

Education and Experience:
As an ideal candidate, you hold a university or community college degree in Conservation.

You also have experience in the following areas:
- a minimum of fifteen (15) years of experience directly related to the conservation of scientific and technological artifacts;
- demonstrable experience managing people and resources;
- administrating budgets;
- demonstrable project management experience.
RATED REQUIREMENTS

Knowledge:
- corporation polices, procedures, and guidelines with specific reference to the collection;
- of conservation techniques and practices;
- of the physical and chemical properties and characteristics of a wide range of organic and inorganic materials.
- of the Code of Ethics and Guidance for Practice for professional Canadian conservators;
- of sources of conservation and technical information;
- of the operation of machinery and/or scientific and technical objects;
- of management techniques related to staffing, budgets and planning;
- of Health and Safety Standards;
- of museological principles and practices;
- knowledge of and experience with computerized collection management systems;
- of film and/or digital imagery.

Abilities:
- to manage financial and human resources;
- to develop annual work plans;
- to develop and apply original or modified conservation techniques;
- to evaluate problems in the treatment of, and possible effect of treatment on artifacts;
- to maintain and operate a variety of machinery and equipment;
- to communicate effectively, both orally and in writing;
- to deal effectively with the staff of own and other institutions.

Personal Suitability:
Effective interpersonal relationships
Adaptability to varying work conditions
Reliability and responsibility
Initiative and motivation
Leadership skills
Team player
Tact, diplomacy and interpersonal skills
Time management skills
Staff management skills
Innovative thinking and problem solving

The CSTMC is committed to the principles of employment equity.

Résumés received for this position will not be accepted after the indicated closing time (midnight) and date.

Please note that only candidates who are selected for the next stage of this selection process will be contacted. As a result of this competition, we may establish an eligibility list that may serve to staff similar positions.

If you are interested in this opportunity, please forward your cover letter and curriculum vitae indicating the reference number 2019/2020-INGENIUM-064 in your email's Subject line, no later than the closing date to: competition@ingeniumcanada.org

Posting Date: July 23, 2019
Closing Date: August 6, 2019

Christine Laframboise
HR Manager, Staffing and Classification
9707 - Manager, Conservation Services / Gestionnaire, Services de conservation