

EMPLOYMENT OPPORTUNITY

Aanischaaukamikw is the cultural centre for the ten Cree communities of Eeyou Istchee in Northern Quebec. This major facility is located in Oujé-Bougoumou, QC, a community of 700 persons. Aanischaaukamikw is a multi-purpose cultural entity, bringing together regional cultural programming for the Cree Nation for all to share on-site and throughout the communities. Aanischaaukamikw is presently seeking a:



Conservator

ACCI is seeking an enthusiastic and dedicated individual for the position of Conservator. As part of the collections team, the Conservator is responsible for maintaining and conserving Aanischaaukamikw Cree Cultural Institute's material collection through culturally appropriate conservation treatments, as well as, preventive conservation including environmental monitoring, pest management, and emergency preparedness. He or she ensures the safety of ACCI collections, and establishes appropriate procedures to support exhibitions, transport and storage of collections. Working closely with all ten Cree communities of Eeyou Istchee and with the support of ACCI staff and partners, the conservator provides advice and training to cultural centres, band offices and other entities on how to properly preserve their collections. Working closely with collections department staff, Facilities Manager, Security and Maintenance worker, the conservator develops and maintains conservation and preservation procedures, and oversees the implementation of the Preservation Policy, Integrated Pest Management and Disaster Plan.

QUALIFICATIONS, ABILITIES AND EXPERIENCE

- A Bachelor's, Master's Degree or graduate certificate in Conservation, Museum Studies, or a related field with field experience
- Three to five years of conservation work experience in a museum setting is essential, preferably in an Indigenous cultural environment
- Experience in preventive conservation or collections management
- Experience with travelling exhibitions an asset
- Experience in condition reporting, treatment proposals and artefact treatment
- Excellent organizational and interpersonal skills
- Cultural sensitivity training and experience of developing culturally appropriate working methods
- Knowledge of James Bay Cree history and familiarity with Cree culture an asset
- Excellent writing skills in English, with Cree and French being a definite asset
- Experience in studio photography a significant asset
- Strong computer skills
- Ability to multitask and meet strict deadlines under pressure

- A valid drivers license
- Knowledge and experience with Cree entities and their administrative systems is an asset

PRINCIPAL RESPONSIBILITIES

- Carries out detailed examinations and culturally appropriate treatments on artefacts, across a variety of media, including organic materials, metals, textiles, hides and furs, and paper. Works with collections staff to prepare and deliver exhibitions
- Works with collections team to prepare and deliver exhibitions
- Trains and mentors students, volunteers and other members of the Cree community in conservation techniques
- Provides workshops and presentations on conservation topics
- Finds innovative, culturally appropriate and creative conservation solutions to enable access and respect to the collections
- Provides specialist advice and assistance for the preventive conservation of the collections, including recommendations on accepted standards of showcase design, archival materials, lighting, and environmental controls
- Assists with specialist preventive conservation recommendation for travelling exhibition projects
- Prepares objects for exhibition and transport, including making mounts and supports, and provides recommendations and advice for how artefacts may be exhibited or loaned
- Completes and maintains conservation records and the conservation database, including condition reports, treatment reports and photo documentation
- Monitors and documents the condition of incoming artefacts, as well as objects on exhibit and storage.
- Maintains integrated pest management procedures and liaises with Facilities Manager and other staff and provides support for pest control, quarantine and freezing procedures
- Maintains and implements the collections portion of the Emergency Preparedness plan and is part of ACCI's Emergency Preparedness Team
- Maintains the conservation lab and its supplies, preparation areas and exhibition supplies

PERSONAL CHARACTERISTICS

- Self-confidence, optimism, persistence, and stamina
- Ability to multitask and meet strict deadlines under pressure
- Excellent oral and written skills
- Commitment to working in a participatory, team-based environment.
- Excellent at planning and organizing
- Excellent personal skills including community research and cultural sensitivities

- Strong analytical and problem solving skills, including adapting best practice to unique situations
- Ability to build positive relationships with the organization's partners, supporters and other colleagues
- Direct, clear, approachable and compassionate, able to make decisions and compromises with various stakeholders
- An open, friendly communicator with superior interpersonal skills
- Able to follow existing work plans and be flexible to changes to accommodate strategic goals

SALARY AND WORKING CONDITIONS

- 35 hours per week
- Salary and benefits are based on ACCI salary scale (approximately \$50,000 per year plus northern allowance), relevant to experience and education
- Subsidized housing may be available

Please send your application and curriculum vitae via regular mail, fax or email by *Friday February 23rd, 2018 at 5:00 pm* to the following address:

Rob Imrie
Director of Programs
Aanischaaukamikw Cree Cultural Institute
205 Opemiska Meskino
P.O./C.P. 1168
Ouje-Bougoumou, Quebec
G0W 3C0

Tel: 418-745-2444 Ext. 2022
Fax: 418-745-2324
Email: rob.imrie@creeculture.ca

We thank everyone that applies, but only the chosen candidates for an interview will be contacted.

Must be legally entitled to work in Canada for your application to be considered.