

CONSERVATION TECHNICIAN, PART-TIME

Maymont is a 100-acre historic estate and park, located in Richmond, Virginia with many unique experiences for all to enjoy, including the historic Maymont Mansion, The Robins Nature Center, arboretum, formal gardens, and habitats for native Virginia wildlife and farm animals. With seasonal events, programs and rental spaces, over 800,000 guests enjoy Maymont yearly. Since 1975, Maymont has been maintained and operated by the nonprofit Maymont Foundation, committed to creating experiences that delight, educate and inspire its guests.

The Maymont Foundation is seeking a part-time Conservation Technician responsible for care of the collection, the Maymont Mansion exhibition area, and museum collections storage areas. This position reports to the Senior Curator & Director of Historic Preservation.

Essential Functions:

- Cares for the collection and exhibit areas according to weekly, quarterly and annual maintenance schedule (e.g. routine vacuuming and dusting of exhibit areas)
- Cares for museum storage areas and makes improvements as necessary
- Monitors the museum environment (e.g. IPM, building changes, light levels, climate, etc.)
- Assists in coordination and planning of collections and exhibition related projects and activities
- Performs hands-on tasks to mitigate conditions potentially harmful to the collection, the interiors or the historic structure
- Performs required object-handling
- Assists with emergency procedures or treatments
- Assists with cataloguing of the collection and other curatorial tasks
- Maintains and catalogues the reference library
- Assists with recording and documenting building and systems repairs and preservation work
- Provides support for day-to-day operation of the house museum as needed

Core Competencies:

- Careful respect of and sensitivity to the special needs of various materials, historical artifacts and works of art
- Ability to work both independently and as part of the museum team
- High-level of trust and commitment is required
- Ability to work a flexible schedule that may include some weekend and evening hours supporting the project
- Ability to produce presentations and possess excellent communication skills
- Excellent manual dexterity, flexibility, physical stamina (able to lift 50 lbs. and climb 12' ladder)

Education and Experience:

- Experience in a conservation lab, working for a conservator, or as a curatorial assistant desired
- Background in conservation or preservation practices, art, art history, or museum studies desired

To be considered for this position, please send a cover letter and resume to: employment@maymont.org. Please include the position title in the subject line.

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.



EOE Maymont Foundation is committed to creating a diverse environment and is proud to be an equal opportunity employer.

COVID-19 considerations:

To keep staff safe, personal protective equipment including hand sanitizer, gloves and masks are provided as appropriate. Protocols for social distancing are in place.