

# Head of Conservation

## Job Summary

Organisation

Bibliothèque de Genève

Location

Switzerland

Contract Type

Permanent

Salary

92465 CHF

Closing date

Fri, 26/01/2024 - 00:00

## Job Details

Founded in 1559, the LIBRARY OF GENEVA (BGE) is the dean of Geneva's cultural institutions. It plays a key role in the field of Geneva's intellectual heritage, which its mission is to collect, preserve, enhance and make accessible to the widest public, in particular through exhibition, mediation and publication. In order to welcome the public and preserve the collections for which it is responsible, the BGE is deployed on four sites and manages four depots in the city. The Bastions site brings together most of the Library's activities and collections. The Centre d'iconographie genevoise (CIG), Les Délices, Voltaire's historic residence, and La Musicale, a library for lending scores, are the other three spaces open to the public. In order to strengthen its team, the BGE is looking for its future RESPONSIBLE FOR THE CONSERVATION AND RESTORATION UNIT at 80%.

### Your mission and responsibilities

Reporting directly to the Service Directorate, you manage the Conservation-Restoration Unit of the Geneva Library on the administrative, organizational and financial levels and lead a team of conservation-restoration specialists. At the crossroads of the needs of enhancement and conservation of collections, you are looking for the best solutions to guarantee the influence of the Library in a collegial spirit. You identify the strategic and innovative issues as an expert in your field to guarantee the preservation of collections and the management of their growth. To do this, you also guarantee the evolution of the skills required in the team's specialty areas. While paying close attention to climate and environmental issues, you carry out actions to improve all the unit's processes and put in place adequate indicators adapted to working conditions, for the steering of preventive conservation in order to minimize the sources of

malfunctions. As part of the study for the restoration and extension of the Geneva Library on the Bastions site, you closely participate in the reflection and management of projects under the vast construction of the collections to be carried out on all sites and depots. On a daily basis, you ensure compliance with the standards in force in the conservation-restoration of cultural property and actively promote them within the institution as well as through training actions for students in the sectors concerned. You conduct a technological watch in the field of conservation and change the institution's practices. Finally, you apply the departmental policy for the protection of cultural property in the event of a disaster for the institution's collections and collaborate in the preparation of rescue teams, especially during training actions.

### **Your profile**

For the benefit of university training in the conservation and preservation of cultural heritage (or title deemed equivalent), you have at least 3 years of experience in managing a team. You master and appreciate project-by-project management. You show a great interest in history, applied arts, science as well as in the current issues of heritage conservation, in a context of mass management, specific to a heritage library. You have also developed an important professional network in your field of expertise. With strong management skills, you demonstrate a great decision-making capacity and are able to lead a team and collaborate with interlocutors with diversified functions. Responsiveness and resistance to stress characterize you and allow you to adapt to crisis situations, especially in the field of the protection of cultural property in the event of a disaster. You have mastered the French language and have excellent writing skills. As part of its policy of equality between women and men, the City of Geneva wishes to promote diversity in all departments of the administration. You are domiciled in the canton of Geneva or in the authorized domiciliation area.

More information: <https://www.geneve.ch/fr/administration-municipale/offres-emploi/responsable-unite-conservation-restauration-80>