

# Senior Project Specialist - Archaeological Collections

## Job Summary

Organisation

Getty

Location

Los Angeles California

Contract Type

Full-time

Salary

109945 USD - 145671 USD

Closing date

Mon, 20/11/2023 - 00:00

## Job Details

We are seeking a conservation professional with a high level of experience in the conservation of archaeological collections and a keen interest in research and education to fill the position of Senior Project Specialist. In this role, you will be an integral member of the Getty Conservation Institute's Collections Department and will plan, develop, manage, and implement conservation projects, research, and workshops to address current and emerging needs related to collections of excavated materials of all sizes and in all settings across cultures and geographic regions.

This job will be based in our office at the Getty Center in Los Angeles. It will begin in the office full-time and the opportunity to request a telework schedule may be available after an initial period of training and orientation and will be discussed and approved by your supervisor. Typically, staff with approved telework schedules at the Getty Conservation Institute are in the office more than half of the time.

Mission

Getty Conservation Institute works internationally to advance conservation practice in the visual arts—objects, collections, architecture, and sites. The Institute serves the conservation community through scientific research, education and training, field projects, and disseminating information. In all our endeavors, we create and deliver knowledge that contributes to the conservation of the world's cultural heritage.

## Major Job Responsibilities

Reporting to the department head, you will identify new challenges and critical issues in the area of archaeological collections conservation and establish research priorities and manage multiple high-level projects to address those issues.

Lead project teams in the assessment of needs of professionals working with archaeological collections, the organization of experts' meetings, and the establishment of new collaborations.

Leverage your deep expertise to originate new and innovative approaches to treatments, stabilization methods, packing, storage protocols, interpretation, and use of archaeological objects in collections; and be at the forefront of critical ethical debates.

Develop and carry out research projects related to remedial treatments and preventive measures for collections.

Design and deliver courses, workshops, and other educational activities to engage practitioners who care for collections of excavated materials, including those working with collections in museums and temporary storage spaces without environmental control.

Investigate and develop strategies for involving local communities and stakeholders in the preservation and interpretation of archaeological collections, promoting public engagement.

Maintain a large professional network and develop strong collaborative relationships with local, regional, and international partners to develop solutions and ensure broad dissemination of information resulting from projects.

Implement and manage projects and activities, which includes leading multidisciplinary teams, establishing tasks and timelines, developing contracts, supervising and provide direction to staff, graduate interns, and consultants, and managing deliverables and deadlines.

Act as an advisor to project teams to resolve technical and operational problems.

Disseminate findings in peer-reviewed journals and present at professional conferences to contribute to the advancement of knowledge in the field of archaeological conservation.

As part of the Getty Conservation Institute's Collections department, you will contribute to planning of project goals and the establishment departmental priorities. As a senior member of the department, you will demonstrate strategic vision, identify links and bridges between existing projects, and develop thematic areas of departmental research.

Your participation in professional development opportunities is encouraged and supported through on-the-job learning, specialized training courses, and participation in professional meetings and workshops.

## Qualifications

Graduate degree in archeology, anthropology, science, conservation, or a related discipline

Post-graduate qualifications (Masters+) in conservation of archeological materials or equivalent practical conservation experience

Minimum of 7-15 years of international project management experience in conservation

#### Knowledge, Skills and Abilities

Extensive expertise in the conservation of archaeological collections and an understanding of related ethical considerations.

Deep understanding of archaeological materials, conservation techniques, preventive conservation, and/or treatment, stabilization, packing, and storing of archaeological objects.

Knowledge in policies, practices, trends, and challenges in the field of conservation.

Demonstrate critical thinking regarding the impact of conservation treatments on the study and display of archaeological collections and on the environment.

Demonstrate strategic vision in addressing critical conservation issues in the field.

Proven competency in the development, planning, management, budgeting, and implementation of projects.

Excellent research and writing skills and demonstrated experience authoring reports, articles, and peer-reviewed publications.

Excellent interpersonal and verbal communication skills.

Ability to work in interdisciplinary teams, and with colleagues and partners from a variety of countries and cultures.

Adaptable and a creative problem solver.

Ability to prioritize and meet deadlines, excellent time management skills.

Highly organized and efficient.

Fluency in a language in addition to English may be considered an advantage.

Must be available for frequent international travel.

All candidates must apply online. Please be prepared to upload your cover letter and CV/resume when prompted to do so by the online application system. Candidates who successfully complete the online application process will receive an automated message via email.

<https://jobs-getty.icims.com/jobs/4277/senior-project-specialist-%28arch...>

The deadline for applications has been extended to November 20, 2023.

#### Benefits and Perks

Here are just some examples that Getty offers/provides for full-time employees:

Medical, Dental and Vision insurance coverage, starting on date of hire. Getty pays 75%-95% of the premium, depending on the plan selected.

403(b) Employee Investment retirement plan – with up to 5% Getty Match  
Getty contribution of 6%, on behalf of employee, to 401(a) retirement account  
Educational Assistance and professional development  
Paid Vacation, Sick and Personal Days  
12 Paid Holidays  
Many positions have bi-weekly Off-Fridays  
On-Site Fitness Center at Getty Center  
Community service opportunities

To learn more about our comprehensive benefits and long list of perks, go to Getty HR.

#### Equal Opportunity Employer

We are proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to age, ancestry, citizenship or immigration status, color, disability, ethnicity, familial status, gender identity and/or expression, genetic information, marital status, national origin, race, religion, sex, sexual orientation, veteran status, or any other protected status.