

Associate Project Specialist (Earthen Architecture)

Job Summary

Organisation

The Getty Conservation Institute

Location

Contract Type

Salary

\$78941 - \$104590

Closing date

Tue, 11/06/2024 - 00:00

Job Details

Job Summary

The Getty Conservation Institute is seeking a conservation professional with experience in built heritage for the position of Associate Project Specialist in our Buildings and Sites department. As an integral member of the department, you will contribute to departmental projects including the Earthen Architecture Initiative, which focuses on the conservation of earthen buildings through training, seismic stabilization and rehabilitation, and management planning.

This job will be based in our offices 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

The 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

As an Associate Project Specialist, you will provide your conservation knowledge and expertise to assist in planning and carrying out projects for our Earthen Architecture Initiative and for other projects in our Buildings and Sites department. Specifically, you will:

- Contribute to documentation, assessment, and implementation of practical conservation solutions for architectural and archaeological conservation projects. - -- Manage daily activities of components of larger projects.
- Assist in managing and monitoring operations for projects, which includes working with multidisciplinary teams, managing deliverables, meeting deadlines, and working with team members to develop partner and consultant agreements.

- Provide expertise in the development and implementation of courses, workshops, and other educational activities to engage and inform professionals (architects, engineers, and conservators) working in the field of conservation, in order to build the capacity of our partner organizations and the broader conservation community.
- Cultivate relationships with local, regional, and international individuals and institutions; collaborate with them to develop solutions to challenges in architectural and archaeological conservation.
- Conduct research to develop, trial, and demonstrate conservation approaches that advance conservation practice.
- Publish research findings in peer-reviewed journals and present findings at professional conferences.
- 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

Bachelor's degree in architecture, archaeology, conservation or related discipline. Post-graduate qualifications in built heritage conservation or equivalent practical conservation experience. Master's degree in conservation is preferred. Minimum of 3-7 years of project management experience working in cultural heritage conservation.

Knowledge, Skills and Abilities

- Versatile, creative thinker.
- Sound understanding of and experience in the physical conservation of earthen buildings and sites.
- Good interpersonal and verbal skills and the ability to work in small interdisciplinary teams. Good research and writing skills and the ability to contribute to and write reports and papers.
- Good organizational and time management skills.
- Working knowledge of AutoCAD, InDesign, and Photoshop.
- Working knowledge of REVIT is preferred.
- Fluency in Spanish may be considered an advantage.
- Experience in project and construction management of historic sites is preferred.
- Experience developing and delivering conservation training courses is preferred.
- Must be available for frequent international travel.

Diversity, Equity, Accessibility, and Inclusion at Getty

Getty believes diversity, equity, accessibility and inclusion are essential to our excellence and to the execution of our mission. The Getty community values differences in the pursuit of inquiry and knowledge, mutual understanding, respect, trust, transparency, and cooperation. We are committed to creating a welcoming workplace that reflects the various backgrounds of the communities we serve and includes individuals who bring a diversity of values and experiences. Individuals of color, women, LGBTQIA+, veterans and persons with disabilities are encouraged to apply.

All candidates must apply online. Please be prepared to upload your cover letter and 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. If you have questions about this position or the recruiting process, please write to gcstaffing@getty.edu.

The deadline for applications is June 11, 2024.

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.

To apply for this job, please see our website [here](#).