

CHURCHILL COLLEGE

Conservation Assistant Intern

Job Description

The post holder will be based in the conservation workshop of the Churchill Archives Centre.

The post holder will work under the day-to-day supervision and guidance of the Archives Centre Conservator.

The line manager for the post holder will be the Director of the Archives Centre.

The post holder will be expected to perform the following duties:

1. Preservation packaging including custom-made enclosures.
2. Environmental monitoring
- 3 Support for outreach and exhibition work undertaken by Archives Centre.
4. Participation in Archives Centre team projects.
- 5 Any other duties commensurate with the position as determined by the Conservator and the Director of the Archives Centre.

The post holder will be expected to undertake relevant training, as appropriate and to be determined by the Conservator and the Director of the Archives Centre.

SL/03/13