

The Menil Collection Employment Opportunity

Title: *Assistant Objects Conservator*

Department: Conservation

Reports to: Chief Conservator

Status: Full-time

General Responsibilities:

The Assistant Objects Conservator undertakes research, condition assessments, environmental monitoring, and treatments related to the care and preservation of three-dimensional objects in the care of the Menil Collection. All work must be performed in accordance with the American Institute for Conservation's Code of Ethics and Guidelines for Practice.

Specific Duties:

1. Maintain artworks on view (both indoors and outdoors) or in storage by regularly monitoring the objects and their environments, and by performing regular surface cleaning as appropriate for each object.
2. Respond to incidents involving damage or potential damage to artwork and, analyzing the specifics of each instance, communicate with departments across the museum to mitigate future risk.
3. Prepare artworks for exhibition, loan, or permanent gallery rotation.
 - a. Serve as conservation department liaison for selected Menil Collection temporary exhibitions.
 - b. Determine exhibition, handling, storage, and packing requirements for objects in the collection that will be exhibited or loaned.
 - c. Coordinate with Art Services and Exhibition Design to develop safe solutions for exhibition casework and decking.
 - d. Assess and report on the condition of specific artworks requested for a loan prior to departure and upon return from travel outside the Menil Collection.
 - e. Report on the condition of artworks borrowed by the Menil Collection for temporary exhibitions.
 - f. Coordinate mount making, schedule artwork movements, and request photography of artwork as needed for exhibition, treatment, or loan.
 - g. Assist with installations and deinstallations as needed/where appropriate.
 - h. Perform occasional domestic and international courier duties.
4. Select non-exhibition-driven treatment projects in consultation with the chief conservator and associate objects conservator, and gather information necessary for the creation of project budgets based on project needs.
5. Assess the condition of artworks presented for purchase by or gift to the Menil Collection.
6. Assess the condition of artworks acquired by the Menil Collection, ensuring all necessary information is gathered and submitted to the object's permanent records.
7. Conduct technical studies on the materials and techniques of artists represented in the Menil Collection, coordinating analysis and research with Research Scientist and Curators.

8. Engage with artists, their studio assistants, or estates to document working practices, materials, and installation parameters, either in written form or on video for the Artists Documentation Program (ADP).
9. Assist Conservation Imaging Specialist in the imaging of large or complex artworks.
10. Attend professional meetings and give lectures or publish papers.
11. Assist in the general maintenance and upkeep of the conservation studio.
12. Investigate and advise on the purchase of equipment.

Qualifications:

1. Master's degree from a recognized art conservation program with a specialization in objects is required.
2. Must have substantial practical experience and the ability to develop and undertake innovative treatments.
3. Broad knowledge of materials and techniques.
4. Demonstrable interest in the treatment of modern and contemporary art is preferred.
5. Effective verbal and written communicator with strong interpersonal and organizational skills.
6. Ability to prioritize and work independently.

The role requires occasional work at heights, the use of personal protective equipment such as gloves and half-face respirators, and frequent movement of objects up to 30 lbs.

How to Apply:

For immediate consideration, please email your resume and cover letter to hr@menil.org
You also have the option of forwarding your application materials via postal mail to:

Human Resources Department
The Menil Collection
1511 Branard Street
Houston, Texas 77006

The Menil Collection is an Equal Opportunity Employer and seeks diversity in its workforce. The Menil is committed to attracting, retaining, developing, and promoting the most qualified employees without regard to race, color, religion, sex, age, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.