

Senior Conservator (9722C), Library Administration -  
72258  
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=243933>

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Posted Aug. 28, 2024, set to expire Dec. 25, 2024

<b>Job Title</b>	Senior Conservator (9722C), Library Administration - 72258
<b>Department</b>	
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Aug. 28, 2024
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Library
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**Job Description**

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**Senior Conservator (9722C), Library Administration - 72258**

**About Berkeley**

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the

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transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit [grow.berkeley.edu](http://grow.berkeley.edu).

### **Departmental Overview**

The mission of the Preservation Department is to maintain the library's collections in serviceable condition and to ensure that they can continue to be used now and in the future. The Preservation Department, which consists of the Conservation Treatment Division, the Bindery Preparation Division, and the Preservation Replacement Division, is responsible for binding, repair, conservation treatment, protective enclosures, disaster planning and other preservation services.

### **Position Summary**

This position works in the Conservation Treatment Division with the work leader, conservators, and assistants to conserve book and paper-based materials in support of the Library's preservation program.

### **Application Review Date**

The First Review Date for this job is: 09/09/2024.

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## Responsibilities

The senior conservator assists the work leader in implementing workflows within the Conservation Treatment Division and participates in the development of the Preservation Department.

In collaboration with the work leader, the senior conservator provides the following:

- In consultation with conservators, curators and subject specialists, analyzes needs and specifies treatments for special collections materials needing conservation work.
- Performs simple through complex treatments on books and paper, exercising a high degree of judgment in applying established conservation principles and procedures.
- Organizes and executes collection surveys to assess preservation needs.
- Reviews proposals for treatment involving major resource commitments with the supervisor.
- Organizes and implements projects to meet project deadlines.
- Executes treatments on a schedule responsive to library needs.
- Serves as liaison to assigned Library units.
- Records and compiles departmental records and statistics for conservation services.
- Uses and maintains specialized conservation equipment (e.g. suction table, board shears, guillotine, ultrasonic encapsulator, fume extractor, microscope, environmental monitoring equipment).
- Documents conservation treatment through reports, photo documentation, and statistics.
- Makes specialized housing and enclosures for a variety of library materials.
- Provides training to conservators, assistants, trainees, and students.
- Provides program outreach (e.g., consultations, tours, committees, workshops) to the Library, UC community, and California citizenry.
- Participates in disaster planning, and provides disaster response and salvage of collections.
- Monitors supply and equipment needs, investigates options to meet needs, and resolves technical problems.
- Engages in professional development activities to maintain currency, improve skills and increase performance effectiveness, e.g., attending professional meetings, conferences, and in-service courses and workshops.
- Attends and contributes to division and department meetings.

## Required Qualifications

- Three or more years' experience as a professional library conservator in a research library.
- Book and paper conservation skills and dexterity to support the preservation and treatment of

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circulating and special collections.

- A thorough understanding and knowledge of historical binding structures, agents of deterioration, and conservation ethics and practices.
- Ability to work effectively as a member of a team, with experience planning, organizing and collaborating with colleagues.
- Excellent interpersonal skills and the ability to communicate effectively across a diverse organization.
- Ability to work under general supervision with a high degree of day-to-day independence.
- English writing skills to document procedures.
- Basic competence with email and word processing applications such as Google Workspace and Microsoft Office; database applications such as FileMaker; and digital photography equipment and software.
- Ability to work 100% on-site Monday through Friday.
- Bachelor's degree and completion of a recognized conservation training program, a formal apprenticeship, and/or equivalent experience and training in the conservation of library special collections.

### Preferred Qualifications

- Training and experience in the conservation of papyrus, photographic materials, art on paper.
- MLIS from an ALA-accredited library school.

### Salary & Benefits

This is a 100% full-time (40 hrs a week) exempt career position, which is paid monthly and eligible for UC Benefits.

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the

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range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted annual salary that the University reasonably expects to pay for this position is \$73,077.46 (Step 1) - \$117,559.41 (Step 25).

### **How to Apply**

- To apply, please submit your resume and cover letter.

### **Other Information**

This position is governed by the terms and conditions in the agreement for the Research Support Professionals Unit (RX) between the University of California and the University Professional and Technical Employees (UPTe). The current bargaining agreement manual can be found at: <http://ucnet.universityofcalifornia.edu/labor/bargaining-units/rx/index.html>

- This is not a visa opportunity.



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### Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [https://apptrkr.com/get\\_redirect.php?id=5579100&targetURL=U.S. Equal Employment Opportunity Commission](https://apptrkr.com/get_redirect.php?id=5579100&targetURL=U.S. Equal Employment Opportunity Commission) poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

**To apply, visit**

[https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS.CG\\_S](https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S)

### Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

#### Contact

N/A

University of California, Berkeley

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