

JOB DESCRIPTION



Job Title	Director of Conservation and Collections Care & Access	Duration	Permanent
Division	Collections	Hours/FTE	Full-time (36 hours per week)
Dept	Conservation and Collections Care & Access	Salary	£80,000 per annum
Reports to	Director of Collections	Direct Reports	5

Context

The V&A is the world's leading museum of art, design and performance, and the custodian of an extraordinary and extensive collection spanning the fine and applied arts. It is a time of unparalleled activity and development at the V&A. Working with and for our visitors, we are revolutionizing how the nation's collections are cared for, seen, understood and enjoyed. The Museum is expanding its presence in London to include a new Collections and Research Centre (CRC) and Waterfront museum at Queen Elizabeth Park. The new Collections and Research Centre will enable us to provide greater engagement between our museum practice, objects and our visitors. We have a vision to create an open storage facility and provide a new type of museum visitor experience through revolutionising access to the collection.

FuturePlan is the museum's world-renowned programme of restoration, refurbishment and regeneration of its building fabric, public galleries and visitor facilities. In coming years, the V&A plans to reopen a revitalized Museum of Childhood at Bethnal Green and to unveil a series of major gallery renewal projects at South Kensington. The V&A is committed to broadening access and is at the forefront of developing innovative ways to open up the worlds of art, design and performance to new audiences and to inspire the next generation of designers and makers.

The Department of Conservation and Collections Care & Access is a large and key department in the V&A. Its work is central to the delivery of curatorial programming in the galleries, for the FuturePlan programme, for displays and exhibitions, for the loans programme, and for preserving and maintaining the collections.

Main Purpose of job

The Director of Conservation and Collections Care & Access will provide visionary and strong leadership for a wide-ranging and multi-disciplinary division, bringing together the expertise of the Conservation, Collections Care & Access and Technical Services teams, to support the management, care and display of the V&A's collections as we move towards a multi-site museum. The post-holder will operate across several sites, leading an efficient, creative, effective and high-quality professional service, supporting those stakeholders across the museum that depend on the division's services and collaboration. An ability to bring innovative thinking to a complex department, and to successfully introduce and manage change, will be crucial in the years ahead.

By 2024 the V&A will have moved its entire reserve collection from Blythe House in West London to a new Collections and Research Centre (CRC) at Here East in the Queen Elizabeth Olympic Park, Stratford. This unprecedented opportunity to consolidate our collections is pivotal to the V&A's ambitious plans for the CRC. It will provide the opportunity to radically rethink the V&A's approach to Conservation and Collections Care & Access, and to deliver an open-access philosophy through a visitor-centered experience at the CRC.

Key Responsibilities

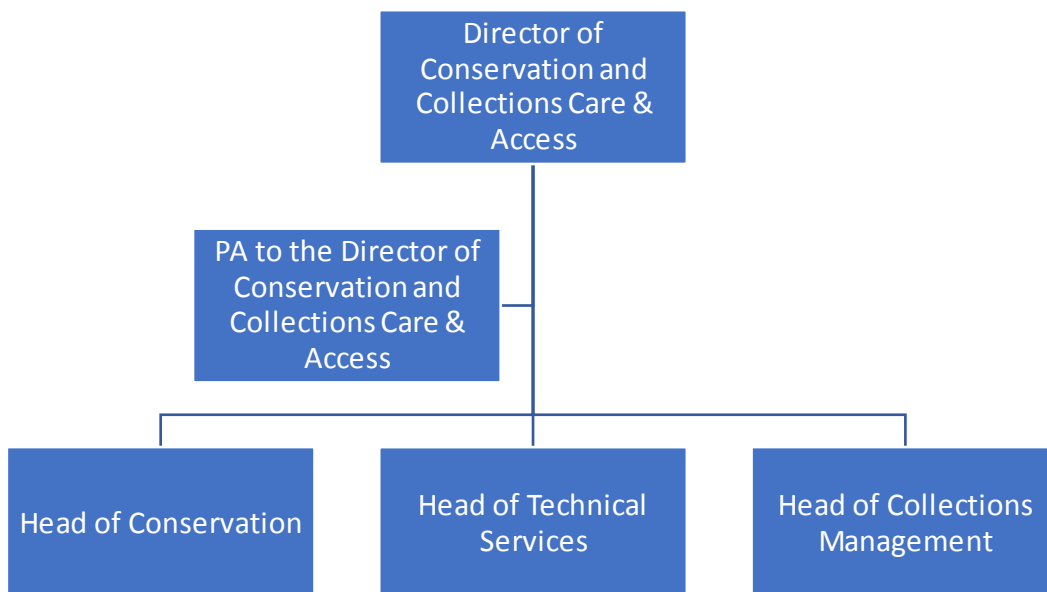
1. Provide inspiration and clear leadership to the Conservation and Collections Care & Access Division, ensuring the teams are high performing, integrated and effective, through excellent leadership, management and development of people.
2. Working with working with CCA Heads of Teams, to lead strategic planning for the Division, to coordinate and manage divisional resources to provide effective services to the museum. Play a leading role in delivery to support FuturePlan projects, the Blythe House storage move, the delivery of V&A East, MOC and the V&A at the World of Wedgwood.
3. Have accountability and oversight of the activities of the Division, including scheduling and delivery of work, to time and budget, ensuring that appropriate systems for management information, benchmarking of standards, risk assessment, safe systems of work and auditing are in place and adhered to.
4. Through continuous process improvement, deliver a culture of CPD and positive change in the Division, using the move to V&A East as a catalyst for the introduction of updated, groundbreaking and effective working practices and processes.
5. In close collaboration with the Head of Conservation update policies and processes for object care and access, storage, documentation management and movement, for both internal and external use.
6. Support the development of a revived research agenda for Conservation (including Conservation Science) and support the department's bids for UKRI and AHRC grants and other funding sources.
7. Oversee the review and regular update of the Collections Management database and documentation practices and ensure that these support the strategic aims of the museum, to increase public access to the Collections, both physical and digital.
8. Oversee the review of policy and development of best practice for storage and care of objects and contribute to the decant of Blythe House and the development of the Collections & Research Centre at V&A East.
9. Ensure the Museum remains at the forefront of good practice in all aspects of the work of the Division and articulate revised standards for use in the Museum. Ensure this is publicized internally and externally, participating in the relevant national and international fora, incorporating innovation and research into the work of the Division.
10. Lead the Museum's accreditation process.

The above job description is intended to be an outline of the duties and responsibilities for this role. This is not exhaustive, and it is likely to change over time. You may be expected to undertake other duties that are commensurate with this role

PERSON SPECIFICATION

Job Specific	Proven inspirational leadership and strong strategic and management skills to enhance and develop a high performing, integrated, multi-disciplinary team with a commitment to high-level professional and service delivery standards.
	A strong track record of senior level collections management or conservation experience, or extensive experience managing another key function in a major cultural institution.
	Experience of successfully supporting major collection moves, the development of storage facilities, exhibition moves and gallery refurbishments.
	Ability to lead and deliver change and develop a culture of continuous improvement within a collaborative and team-driven culture.
	The ability to apply sound business, financial and risk management principles with a track record of proven success in delivering projects to deadline and budget.
	Ability to operate in a demanding and complex environment, showing resilience and the ability to manage competing priorities.
	Ability to network with colleagues, nationally and internationally, developing a wider understanding of and influence over Conservation and Collections Care & Access practices, promoting and maintaining the V&A's position as a leader in these fields.
Core Skills	Excellent standard of written English and highly numerate with the ability to carry out complex numerical analysis
	Significant interpersonal and consultative skills, including the ability to communicate, present, negotiate, influence and build credibility with colleagues and external parties
	The ability to use MS Office and other relevant IT systems as appropriate for the role.
	Significant experience of managing and prioritising a high workload and multiple complex issues and tasks in a changing environment with tight deadlines
Behaviours	Respects others' expertise, time, perspectives and contribution.
	Takes responsibility for delivering on actions, achieving high-standards and learning from mistakes
	Open to change , new ideas and suggestions; looks for opportunities for improvement and self-development
	Works with others outside their own department in a collaborative, understanding, and, engaging way.
	Actively leads and manages others, taking ownership of corporate decisions and role models positive behaviours.
Desirable	Member of relevant professional organisations
	Following and engaged in developments in specialist area
	Regular contributor to professional conferences and seminars in field of expertise

Position in the team



Hours: Net working hours (i.e. excluding meal breaks) are 36 per week.

Normal working hours are 9am-5.15pm Monday to Thursday and 9am-5pm Fridays.