Special Collections Conservator

The Special Collections Conservator stabilizes and preserves rare and unique library and archival collections in support of the Hesburgh Libraries active teaching, research, digitization, and exhibition programs. This work principally involves the design and execution of specialized treatments to stabilize individual items and collections of items. Positioned within the Specialized Collection Services Program, the Special Collections Conservator works as part of the Conservation and Analog Preservation Unit under the direction of the Unit Head, in support of the departments of Rare Books and Special Collections, University Archives, and Digitization.

- Performs a broad range of specialized treatments to stabilize and preserve books, manuscripts and other library and archival collection objects for use, including the creation of custom protective enclosures and other preventative solutions.
- Performs condition and vulnerability assessments; collaborates to develop and prioritize strategic treatment solutions for individual items and collections; and prepares written and photographic treatment documentation.
- Provides oversight for a Gladys Brooks-funded Conservation Fellow.
- Collaborates on digitization projects, including project planning, assessing materials’ vulnerabilities, and facilitating collection preservation during imaging. Provides preventative solutions and remedial stabilization treatments as appropriate.
- Supports exhibitions through collaborative assessments, stabilization treatments, and the development of display solutions.
- Aids in the provision of care and handling protocol and education to support active use of the collections, including class use, digitization, and exhibitions.
- Participates in the Libraries Collections Emergency Response Team.
- Develops and participates in preservation outreach and training initiatives.
- Assists with the development of conservation staff, interns, and volunteers.
- Participates in the planning and development of the Libraries conservation facilities and services.
- As a member of the library faculty, this position also contributes to the Hesburgh Libraries, the University of Notre Dame, and the profession through activities such as committee work, publishing, and service in professional organizations.

QUALIFICATIONS:

- Extensive knowledge of current and emerging library and archival book and paper conservation principles and practices, as evidenced by a graduate degree in conservation or equivalent.
- Minimum of one year of experience specifying and performing specialized conservation treatments in a research library or archives setting.
- Excellent written and oral communication skills.
- In depth understanding of the physical and chemical nature of books, paper, and other collection artifacts.
- Appreciation for the evolving context of modern research libraries and archives.
Creative and flexible problem solving skills
Demonstrated ability to work both independently and as part of a highly collaborative team

Preferred qualifications:

- 3-5 years of professional conservation experience
- Experience supervising of students or interns in a conservation lab setting

Salary and Benefits:
Appointment salary and rank are competitive, commensurate with experience and qualifications. The Special Collections Conservator is a non-tenure track member of the Library Faculty. The University offers an excellent benefits and annual vacation package.

Environment:
The University of Notre Dame is a highly selective national Catholic teaching and research university in northern Indiana about ninety miles from Chicago. Approximately 8,200 undergraduates and 3,100 graduate students pursue a broad range of studies. For more information about the University of Notre Dame, please visit the University of Notre Dame homepage at http://nd.edu/. The Hesburgh Libraries (http://library.nd.edu) hold about 3.5 million volumes and provide access to more than 23,000 serials. The Libraries have 141 staff and 57 librarians. The Libraries are a member of the Academic Libraries of Indiana (ALI), ARL, NERL and other consortia. The University of Notre Dame is an Equal Opportunity/Affirmative Action Employer strongly committed to diversity. We value qualified candidates who can bring a variety of backgrounds to our community.

Further details & application instructions:
This position posting and application instructions can be found on the Interfolio website:  https://apply.interfolio.com/41222

*Review of applications will begin on April 24, 2017, and will continue until the position is filled.*

This position posting and additional information about Hesburgh Libraries can be found on the Libraries’ website: [http://www.library.nd.edu/about/employment/](http://www.library.nd.edu/about/employment/)

For additional information about working at the University of Notre Dame and various benefits available to employees, please visit [http://hr.nd.edu/why-nd](http://hr.nd.edu/why-nd). The University of Notre Dame supports the needs of dual career couples and has a Dual Career Assistance Program ([http://hr.nd.edu/employment-opportunities/dualcareer/](http://hr.nd.edu/employment-opportunities/dualcareer/)) in place to assist relocating spouses and significant others with their job search.

The University of Notre Dame seeks to attract, develop, and retain the highest quality faculty, staff and administration. The University is an Equal Opportunity Employer, and is committed to building a culturally diverse workplace. We strongly encourage applications from female and minority candidates and others that will enhance our community. Moreover, Notre Dame prohibits discrimination against veterans or disabled qualified individuals, and requires affirmative action by covered contractors to employ and advance veterans and qualified individuals with disabilities in compliance with 41 CFR 60-741.5(a) and 41 CFR 60-300.5(a).