NATIONAL GALLERIES OF SCOTLAND

**ART MOVEMENT TEAM**

ART HANDLING TECHNICIAN (BAND 7A)

FULL TIME, PERMANENT

The National Galleries of Scotland (NGS) is home to one the world’s finest collections off art, which ranges from the Middle Ages to the present day.  Our spectacular buildings house the world’s greatest collection of Scottish art, and a world-renowned collection of Scottish and international photography, welcoming many visitors to our three principal sites in Edinburgh: the Scottish National Gallery, the Scottish National Gallery of Modern Art and the Scottish National Portrait Gallery. The National Galleries of Scotland aims to preserve, display and augment the collections for the enjoyment and education of the widest possible public and to maintain NGS as a centre of excellence.

This is an exciting period of renewal for NGS, as we move forward with our engaging strategic vision that puts our audience at the heart of what we do. We’re making it our mission to broaden our impact, matching our rich collections, expertise and creativity to the needs and wants of our visitors. We’re finding new ways to connect with more people, and creating an innovative, inclusive organisation that can meet the challenges of our ever-evolving world.

‘Art for Scotland: Inspiration for the world’ is Our Vision.  Inclusive, original and ambitious – we will make the national collection accessible to all and inspire curiosity across the world.

At NGS we are committed to looking at how we operate as well as how we engage with our visitors and communities. We want to play our part in tackling the Climate Emergency. We will ensure Equality, Diversity and Inclusion (EDI) is embedded across our organisation, ensuring everyone feels a sense of belonging and can be themselves.

The Art Movement Team, led by the Art Movement Manager includes two Senior Technicians, four Art Handling Technicians, the Collections Storage Manager and an Assistant Collections Information Registrar. This team alongside the Registrar Teams make up the Collections Management Department which, in conjunction with the Conservation Department (and CIDAM) make up the Collections care Division. This Division is responsible for the care of the NGS Permanent Collection and works on loan to NGS.

**Collections Care Division Structure:**

**Art Movement Team**

The Art Movement Team works to national standards supporting complex national and international programming in the handling, packing, movement, installation and location tracking of a wide variety of artworks, including NGS Collection works and those on loan to NGS.

The main purpose of the post of Art Handling Technician is to ensure the safe movement, transportation and installation of all artworks within the NGS, including collections from and returns of artworks to lenders. The post holder also assists in maintaining the upkeep of the storage areas, exhibits, tools and equipment.

The Art Handling Technician is responsible to the Art Movement Manager through the Senior Art Handling Technicians, to whom they are answerable for the performance of their duties on a day to day basis.

**Art Handling Technician Duties:**

* Provide safe and efficient movement of art works and other objects within NGS and to other institutions, including risk assessments and method statements as required
* Contribute to resource and planning discussions as and when required in line with skills and experience
* Lead on individual project elements as requested by the Senior Technicians and Art Movement Manager
* Maintain location records following NGS procedure
* Pack and unpack objects and check conservation condition reports
* Use of computer for internal communications and access to standard forms and procedures.
* Undertake courier duties for NGS as agreed and required
* As part of the team, be responsible for care and maintenance of team equipment, including highlighting any concerns to the appropriate forum
* Awareness of and commitment to health and safety compliance and best practice
* Any other duties appropriate to the post

**KNOWLEDGE, SKILLS & EXPERIENCE**

**Essential**

* Proven skills and experience in the safe handling and movement of works of art within a museum/gallery environment
* Understanding of health and safety and how this impacts on the role
* High standards of accuracy and attention to detail
* A high level of manual dexterity
* Ability to work calmly and carefully under pressure.
* Demonstrable commitment to updating skills and knowledge
* Ability to provide clear, concise and timely information both verbally and in writing
* Will actively anticipate and plan for potential problems
* Can demonstrate sound, timely and appropriate decision making skills
* Will take responsibility and use initiative
* Ability to work alone and as part of a team. Helpful manner and flexible in approach when required
* Apply sound judgement with regards to maintaining confidentiality
* Possesses good computer literacy with proficiency in Microsoft Word, Outlook
* Willingness to occasionally work flexible hours including evenings and weekends to meet deadlines when required.
* Current driving licence

**Desirable**

* Willingness if required to train towards a category C (formerly known as HGV) driving licence if not already held.
* Experience in completing risk assessments and method statements
* Experience in working at heights and heavy lifting operations
* Experience in working with modern or complex installations
* Familiarity with a collections management database
* Knowledge and appreciation of art

**SUMMARY TERMS AND CONDITIONS**

**HOURS:** 42 inclusive of 1 hour lunch break

**PAY:** £21,522 - £ 23,745

**ANNUAL LEAVE:** 25 days per annum

Staff receive 11.5 public and privilege holidays per annum pro-rata

**PENSION:** Civil Service pension provisions enables the National Galleries of Scotland to offer a choice of pensions, giving you the flexibility to choose the pension that suits you best.

**The closing date for completed applications is Sunday 16th January 2022**

*Please note that the successful candidate will be subject to Basic Disclosure Scotland security clearance.*



*National Galleries of Scotland is a charity registered in Scotland (No. SC003728)*