



**OUR VISION:** To be the “must experience” museum that uses past, present, and future Kiwi technology and ingenuity to educate and inspire the innovators of tomorrow.

- KIA WHAKATŌMURI TE HAERE WHAKAMUA -

**Position:** Collections Researcher – Bomber Command (Fixed Term)

**Reports to:** Head of Curatorial Research

## PURPOSE OF THE ROLE

To strengthen our collection knowledge, we are looking for a person to research and write about our Bomber Command collection.

The Collections Researcher – Bomber Command, is responsible for producing research and accurate content about the Bomber Command items in MOTAT’s collection. This research will be in the form of Significance Statements and Brief Histories.

As a member of the Curatorial Research team, the incumbent will also assist with improving collection catalogue data for the Bomber Command collection items.

## RESPONSIBILITIES

- Research and write and/or edit Significance Statements and Brief Histories about the Bomber Command collection items. This will focus on the histories and technology of the items, plus any provenance and Bomber Command related information.
- Accurately record information about Bomber Command collection items and include references.
- Develop and maintain relationships with internal colleagues and stakeholders from across the Museum.
- Develop and maintain relationships with external professionals and organisations that align with MOTAT’s strategy for collections.
- Work closely with members of MOTAT’s Collections Hub to communicate information around the collection items and source information.
- Model behaviour consistent with MOTAT’s values.
- Handle collection material in a responsible manner and in accordance with MOTAT Collection Care policy.
- Embrace a mindset of continuous improvement in understanding and implementing the principles of Te Tiriti o Waitangi.
- Model behaviours consistent with MOTAT values and MOTAT competency framework.
- Comply with all museum policies and procedures including but not limited to Health & Safety and the Museums Aotearoa’s Code of Ethics.
- Undertake any other reasonable duties as may be required from time-to-time to ensure that MOTAT’s business objectives are met.

## KEY PERFORMANCE INDICATORS

- Significance Statements and/or Brief Histories developed for the Bomber Command collection.
- Brief Histories developed for other key items in the Bomber Command collection.
- Advancement of curatorial content in collection catalogue records (specifically the Bomber Command collection).
- Cooperative team involvement and compliance with all MOTAT policies.

## KEY RELATIONSHIPS / DELEGATED AUTHORITY

<b>Responsible for:</b>	Nil
<b>Internal Liaison:</b>	Curatorial Research Team, Collections Hub Team members, Museum Experience Team, People & Culture Team, MOTAT Team
<b>External Liaison:</b>	Museum visitors, other Museums and Libraries, researchers, Bomber Command Association

## BUDGETARY AUTHORITIES

Nil

## SKILLS & EXPERIENCE

- Bachelor Degree (or higher) in Museum Studies, Arts, Sciences or equivalent.
- Computer literacy including Microsoft packages, and an understanding of the Vernon database or Collections Online (or an equivalent).
- Demonstrated experience working in both a customer service environment and team environment.
- Demonstrated experience with research and writing.
- An understanding of collection care and museum best practice.
- Excellent written and oral communication skills; a natural curiosity.
- Ability to focus on the task and manage time effectively.
- Drivers licence/transport option, as there may be a need to visit the three MOTAT sites.

## OUR VALUES

### *Ō MĀTUA UARA*

<b>Innovation</b>	We will be courageous and try new things.
<b>Collaboration</b>	We will work as a team that respects and supports others.
<b>Integrity</b>	We will act ethically and with respect and transparency.
<b>Sustainability</b>	We will foster knowledge and promote technology that is beneficial to our community.

This document covers the broad results expected from the position and will form the basis of specific objectives to be agreed and reviewed on a regular basis.