



OUR VISION: To use the past, present and future technology and ingenuity of Aotearoa to educate and inspire the innovators of tomorrow

- KIA WHAKATŌMURI TE HAERE WHAKAMUA -

Position: Curator – Technology

Reports to: Senior Curator – Technology

PURPOSE OF THE ROLE

The Curator - Technology is responsible for producing research and accurate content about MOTAT's Technology collections. In addition, there is a requirement to input into the development of the Technology collections and write acquisition proposals. As a member of the Curatorial Research team, the incumbent will also manage internal and external collection enquiries, improve collection catalogue data, and assist with researching potential acquisitions and deaccessions.

RESPONSIBILITIES

- Accurately record information about Technology collection items to internationally recognised standards.
- Proactively identify items to acquire for the MOTAT Collection, in support of the Collection development of the Technology collections.
- Support exhibition development teams to include technology coverage in permanent and temporary exhibitions.
- Assist with writing and researching Acquisition Proposals and Deaccession Proposals.
- Assist with meeting coordination, agendas, and minutes for the Collection Development meetings.
- Research and write significance statements about the Technology collection.
- Assist with supervising interns and volunteers with research projects, as required by the Senior Curator – Technology.
- Enhance catalogue records with curatorial content.
- Assist with answering enquiries from internal and external sources.
- Develop and maintain relationships with internal colleagues and stakeholders from across the Museum, including communicating content for online platforms.
- Develop and maintain relationships with external professionals and organisations that align with MOTAT's strategy for collections.
- Work closely with the Senior Curator – Technology to develop documentation, including significant object lists.
- Work closely with members of MOTAT's Collections hub to communicate information around the Technology collection items and source information.

- Handle collection material in a responsible manner and in accordance with MOTAT’s Collection Care policy.
- Support other members of the Curatorial Research team and the wider MOTAT Team, as required.
- Model behaviours consistent with MOTAT’s values.
- Follow all museum policies and procedures, including, but not limited to Health and Safety and Museums Aotearoa’s Code of Ethics.
- Undertake any other reasonable duties as may be required to ensure that MOTAT’s business objectives are met.

KEY PERFORMANCE INDICATORS

- Development and communication of the scope of Technology collections.
- Advancement of curatorial content in Technology collection catalogue records.
- Accurate submissions of Acquisition Proposals.
- Creation and completion of Significance Statements.
- Research and write Brief Histories for objects and themes represented in the Technology collections.
- Cooperative team involvement and compliance with all MOTAT policies.

KEY RELATIONSHIPS / DELEGATED AUTHORITY

Responsible for: Nil

Internal Liaison: MOTAT Team

External Liaison: MOTAT Visitors, Other Museums and Libraries, Potential Donors, Researchers

BUDGETARY AUTHORITIES

Nil

SKILLS & EXPERIENCE

- Bachelor’s degree (or higher) in Museum Studies, Arts, Sciences or equivalent and 3-5 years’ experience working in a similar role.
- Computer literacy including Microsoft packages and the Vernon database experience.
- Subject knowledge relating to MOTAT’s Technology collections would be advantageous – equivalent objects / the space that we are collecting in.
- Demonstrated experience working in both a customer service environment and team environment.
- Demonstrated understanding of appropriate handling and care of museum collection items and an awareness of hazardous substances in museum collections
- Excellent written and oral communication skills; a natural curiosity.
- Understanding of mātauranga Māori and the implications of Te Tiriti o Waitangi within a museum environment.
- A willingness to embrace a Māori world view and demonstrated ability to foster good relationships with iwi and community groups.

- Ability to balance object research work with collections development and routine administrative tasks.
- Demonstrated ability to identify objects of interest for the collection and assess the strategic fit of these objects.
- Demonstrated understanding of modern museum best practice.
- Good time management skills, able to prioritise workloads across multiple projects and meet deliverables.
- Drivers' licence, and confidence in driving, as there will be a need to visit the three MOTAT sites.

Ō MĀTAU UARA

OUR VALUES

AUAHATANGA INNOVATION

We will be courageous and try new things

NGĀTAHITANGA COLLABORATION

We will work as a team that respects and supports others

MOTUHĒHĒTANGA INTEGRITY

We will act ethically and with respect and transparency

PŪMAUTANGA SUSTAINABILITY

We will foster knowledge and promote technology that is beneficial to our community and environment

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.