



# AANISCHAAUKAMIKW CREE CULTURAL INSTITUTE

## POSITION SPECIFICATIONS

### CONSERVATOR

REPORTS TO: COORDINATOR OF PROGRAMS

SUPERVISES: Curatorial and technical staff

KEY COLLABORATIONS: Coordinator of Programs  
Collections staff  
Facility Manager  
Cultural Coordinators of the Cree Nation  
Cree Nation Government  
Canadian Conservation Institute

Aanischaaukamikw is the cultural centre for the nine Cree communities of Eeyou Istchee in Northern Quebec. This major new facility, designed by celebrated architect Douglas Cardinal, in collaboration with Rubin & Rotman associates, is located in Ouje-Bougoumou, QC, a community of 900 persons. Aanischaaukamikw is a multi-purpose cultural entity, bringing together regional cultural programming for the Cree Nation for all to share on-site and throughout the communities. This 30,150 square foot building has a 3,000 sq. ft. long-term and temporary exhibition spaces, visible storage, a documentation and resource centre, a state-of-the-art collection storage (including archaeology) and work space for some 40 employees, as well as for the Cree Outfitting and Tourism Association (COTA) and Cree Native Arts and Crafts Association (CNACA).

Aanischaaukamikw finds its foundation in the concept of *aanischa*, which refers to a bridging or continuity, to ensure that Cree traditions, knowledge and values are passed on from generation to generation. Aanischaaukamikw is both a place of healing and a place in which to celebrate, protect and enhance Cree language and culture. Working closely with the Cree Nation Government and the nine communities, it supports local cultural activities and contributes to further developing regional programs.

Aanischaaukamikw, as a regional Cree entity, will work with the Cree Nation Government and with the James Bay Cree Cultural Education Centre to consolidate existing cultural programs and activities. With the involvement of Elders in all aspects of Cree culture, it supports healing and traditional gatherings, promotes Cree artists, produces and collects archival and historical materials for the documentation centre's library and archives, and does research for the establishment of a Cree Language Commission. In recent years, extensive research was carried out on Eeyou Istchee

traditions relating to the land, especially place names, stories and legends, historic sites and archaeology. Aanischaaukamikw also provides technical support for the preservation and proper management of historical documentation of the Cree Nation, and develops new programs in collaboration with regional and local partners of the Cree Nation.

## **GOVERNANCE AND ADMINISTRATION**

Aanischaaukamikw is a charitable, not-for-profit corporation governed by a 14-member Board of Directors composed of nine Cultural Coordinators and two Elders, as well as the President, Vice-President and Secretary. The annual operating budget is approximately \$3 million. The Conservator reports to the Coordinator of Programs and is a key member of the Collections Department.

## **PROGRAMS**

Aanischaaukamikw's goal is to preserve and pass on Cree traditions to its growing communities as a living museum. Its programs will provide a community network on site and through the Internet for learning about Cree culture. The contribution of Elders' knowledge and wisdom is shared with younger generations using state of the art and traditional means. This includes oral history, exploration and acquisition of artifacts of Cree traditional culture through identification, preservation, research, permanent and traveling exhibitions, granting programs, and professional development.

Aanischaaukamikw does not only attract Crees, but also other First Nations from Canada, and tourists and visitors from across Canada and Europe. It is of interest to note that 93,000 tourists visited the Baie James tourism region in 2017.

## **CONTEXT AND NEED**

Aanischaaukamikw Cree Cultural Institute is seeking a skilled Conservator with training and experience in conservation of objects for a full-time 1 year contract position with the possibility of extension.

## **POSITION SUMMARY**

Reporting to the Coordinator of Programs, The Conservator will work along with the programs department preparing objects in the permanent collections for exhibitions (internal and touring). They are responsible for preserving and conserving ACCI's cultural property by examining, documenting and conserving objects in the permanent collection of the ACCI. The Conservator is also responsible for monitoring and making recommendations regarding the building's environmental system, and maintaining the conservation Library, Archives and Museum materials. They will also submit written condition reports and treatment reports with support documentation when required.

## **DUTIES AND RESPONSIBILITIES**

1. Complete conservation treatments of art and cultural objects of primarily organic materials, with some treatments of inorganic and mixed materials.
2. Submit written conservation condition reports, treatment proposals, along with all supplemental documentation including digital photography and analytical testing using in-house equipment.
3. Assist intra- and inter-departmental initiatives directly relating to the conservation of objects, such as condition reporting, preventative conservation consultation and multi-disciplinary treatments.
4. Provide technical advice and recommendations to staff on the requirements regarding safe exhibition storage, loans, and travel of objects. As well as safe handling, display, mounting, matting and framing, and methods of storage, packing, crating and travel of such objects.
5. Perform and maintain ACCI's IMP policy and procedures.
6. Work with the collection team to rotate objects in the exhibit.
7. Construction of various protective enclosures, including custom boxes and supports, encapsulation, folders, and mounts.
8. In collaboration with the Registrar, review conditions for incoming acquisitions, loans and outgoing loans.
9. Provide technical conservation guidance and advice to the community, local organizations and ACCI personnel.
10. Conducting treatments on diverse library, archival materials, and art (books, manuscripts, photographs, paintings, ephemera, etc.) including stabilization, cleaning, repairs, adhesive reduction, mold remediation, humidification, and flattening.
11. Perform collection surveys to determine treatment priorities and workflow.
12. Liaison with Facility Manager and maintenance staff on cleaning requirements of collection spaces.

## **EDUCATION AND EXPERIENCE**

- Educational background in Conservation from a recognized training program with a minimum of two years' relevant experience or acceptable equivalent in education and experience.

## **KNOWLEDGE AND ABILITIES**

- Competent knowledge of historic technology, techniques and materials used primarily in the conservation of organic objects (including hide, furs, and wood). Competency in inorganic objects (metals and ceramics) is desired.

- Ability to digitally photograph objects and work in photoshop.
- Knowledge of collections database programs, Proficio is considered an asset.
- Ability to work as part of a team, to communicate and deal with others in a tactful and cooperative manner.
- Knowledge of various media and processes for identification and treatment.
- Excellent knowledge of conservation principles, practices, materials, and techniques.
- Excellent knowledge of health and safety legislation, regulations, and practices.
- Firearms Possession and Acquisition License
- WHMIS training
- Driver's License

## **LANGUAGES**

- Excellent communication skills, both written and oral, in English.
- Fluency in Cree and French is an asset.

## **ADDITIONAL INFORMATION**

- Start Date: ASAP
- This position is on-site, 35 hours per week, Monday-Friday with the occasional evenings and weekends.
- Salary: \$40,000 - \$50,000
- The selected candidate will be required to participate in a Criminal Background Check
- COVID:
  - Aanischaaukamikw Cree Cultural Institute recognizes its heightened duty to protect employees from health and safety risks during the current pandemic. As such, an offer of employment shall be conditional on proof of full COVID-19 vaccination with a vaccine series approved by Health Canada or the World Health Organization.

The ACCI is an Equal Opportunity Employer. Only candidates selected for an interview will be contacted.

Please send cover letter and resume, as one document, by Friday Aug 12 by 4:30 pm address to the following contact:

***Kathy Shecapio***  
**Executive Director**  
**kshecapio@creeculture.ca**