

Job Opportunity



California
STATE LIBRARY
FOUNDED 1850
PRESERVING OUR HERITAGE. SHAPING OUR FUTURE

Museum Curator III

Posting Date: July 28, 2016

IF IT'S A CHALLENGING POSITION YOU'RE LOOKING FOR, WE HAVE THE IDEAL JOB FOR YOU!

Do you have the skills and passion for preserving and showcasing documents and artifacts of historical significance? Are you interested in helping the California State Library move into the future with new preservation and digitization methods and sharing the many great treasures held within its walls? If the answer is yes then we need your talents and enthusiasm in the Preservation/Exhibits unit of the California State Library. You may access the full duty statement here: <http://www.library.ca.gov/about/jobs/jobs.html>

DESIRABLE QUALIFICATIONS:

- Experience in managing a major collection
- Experience with preservation techniques and artifact care
- Ability to plan, organize and manage a preservation program
- Experience in coordinating and supervising the storage and transfer of artifacts, documents and other fragile objects for display
- Experience managing projects with peers in a collaborative environment
- Experience in public relations
- Ability to take initiative and respond flexibly and with tact to changing priorities

Application Process:

Establish Eligibility: Current state employees with a status as an Museum Curator III or lateral transfers in an equivalent class, former State employees who can reinstate into this class or persons who are reachable on a current employment list for this classification are eligible to apply.

Apply for the Position:

- Complete a standard state examination/employment application form <https://jobs.ca.gov/Profile/StateApplication> with original signature and clearly indicate the basis of eligibility (list, transfer, or reinstatement, [do not notate LEAP eligibility]) in the "Explanations" section of the STD 678 (STD 678) and
- Attach all required supporting documents (i.e. transcript/diploma, license and/or required certificate) to your application and
- Mail or deliver your completed application to the California State Library (CSL):
⇒ Mail: Human Resources Services Office, Attn: Ken Lawrence, PO Box 942837, Sacramento, CA 94237
⇒ In Person: HRSO Drop Box CSL Annex, Attn: Ken Lawrence, 900 N Street, 1st Floor Drop Box or
- Electronic application (through your CalCareer Account) <https://jobs.ca.gov/>

Additional Information: SRDA/Surplus candidates are encouraged to apply. Appointment is subject to SRDA/State surplus policies. Surplus candidates must submit a copy of their surplus status letter. All applicants must meet the minimum qualifications of the classification. Training & Development (T&D) appointments will be considered and a 120 day candidate pool will be established for subsequent vacancies. Minimum Qualifications for the Museum Curator III are available here: <http://www.calhr.ca.gov/state-hr-professionals/pages/2871.aspx>

EQUAL OPPORTUNITY EMPLOYER

The State of California and the California State Library is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions) and sexual orientation.

It is the objective of the State of California to achieve a drug-free workplace. Any applicant for state employment is expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the laws of the state, the rules governing civil service and the special trust placed in public servants.



- ▶ PERMANENT/FULL-TIME
- ▶ \$5,057-6,283/MONTH
- ▶ FINAL FILE DATE:
AUGUST 11 2016

Located across the street from the State Capitol, the Library and Courts Building II houses the Braille and Talking Book Library, California History Section and Special Collections, Preservation Office, Information Technology Bureau, California Research Bureau, Technical Services Branch, Library Development Services, and the Administrative Services Bureau.

The State Library serves the people of California in several ways:

- It is the central reference and research library for state government and the Legislature.
- It provides non-partisan research to the Legislature and the Governor.
- It collects, preserves, generates and disseminates information ranging from California's priceless historical items to today's online texts.
- It advises, consults with, and provides technical assistance to California's public libraries, and it directs state and federal funds to support local public libraries and statewide library programs, and services.

The Preservation (Exhibits & Communication) Unit performs preservation, digitization, conservation, and exhibit installation duties for the vast collection of the California State Library.

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