



## **Job Description**

**Job Title:** Museum Technician

**Responsible to:** Head of Historic Engineering

**Responsible for:** Volunteers and trainees

**Liaises with:** All Employees at SMT  
External Contractors and Suppliers  
External partners  
Volunteers

### **The Job**

The purpose of the job is to:

- Ensure the safe operation and interpretation of the waterwheels and historic engineering machinery at Abbeydale Industrial Hamlet and Shepherd Wheel Workshop.
- Support the safe operation and interpretation of the River Don Engine and other historic engineering machinery at Kelham Island Museum.
- Support the regular maintenance of the working machinery in Sheffield industrial museum collection.

### **The Bigger Picture**

You will:

- Inspect and maintain the running machinery in Sheffield's industrial museum collection working individually and alongside engineering colleagues.
- Conserve and preserve Sheffield's industrial museum collection working individually and alongside engineering and curatorial colleagues.
- Run the working machinery at Abbeydale industrial Hamlet and at Shepherd Wheel Workshop. Run the working machinery at Kelham Island Museum.
- Be responsible for opening/locking up Abbeydale Industrial Hamlet, Shepherd Wheel Workshop and Kelham Island Museum as required.

- Work agreed weekends to open and run the machinery as required at Abbeydale Industrial Hamlet, Shepherd Wheel Workshop and Kelham Island Museum.
- Assist with the monthly cleaning and maintenance of the River Don Engine.
- Work alongside volunteers to interact with visitors and interpret Sheffield's historic engineering.

### **The Day to Day** (depending on site)

You will:

- Inspect the working aspects of Abbeydale industrial Hamlet and conduct the lubrication regimen.
- Run the water wheel and machinery at Abbeydale industrial Hamlet and monitor its condition throughout the day whilst interacting with visitors to interpret the historic site.
- Inspect the water supply dam at Abbeydale and remove any minor debris from the penstocks and sluices.
- Undertake the daily and weekly planned preventative lubrication regimen on working exhibits across Sheffield Museums' sites.
- Assist with conservation projects and scheduled and reactive water wheel maintenance.
- Inspect the working aspects of Shepherd Wheel Workshop and conduct the lubrication regimen.
- Run the water wheel and machinery at Shepherd Wheel and monitor its condition throughout the day whilst interacting with visitors to interpret the historic site.
- Inspect the water supply dam at Shepherd Wheel and remove any minor debris from the inlet and sluices.
- Undertake daily checks of the steam raising plant at Kelham Island Museum.
- Run the River Don Engine and introduce the engine to visitors, answering their questions before and after engine runs.
- Prepare the Crossley gas engine for its daily run and then start it up as Kelham Island Museum opens to the public.
- Be responsible for your own safety, the safety of colleagues and visitors, taking all appropriate measures required to maintain the security and safety of collections, buildings and people.
- Be available for out of hours emergency call out at all sites as required.
- Supervise the activity of volunteers to ensure a high standard of service is provided. Assisting with the creation of the ongoing volunteer work plan.
- Undertake any other reasonable duties that may be required by the post holder.

### Working pattern

The Museum Technician will work primarily at Abbeydale Industrial Hamlet with some weekend working required there and at Kelham Island Museum and Shepherd Wheel Workshop as required. Flexibility will be needed to meet business needs.

## Person Specification

<b>Job Title: Museums Technician</b> <b>Department: Historic Engineering</b>				
	Essential	Desirable	Method of Assessment	Shortlisting Criteria
<b>Qualifications &amp; Training</b>				
An apprenticeship or other vocational qualification in a relevant craft trade, mechanical engineering or joinery/woodwork/building trade	✓		AF/C	✓
<b>Experience</b>				
Experience working in an engineering environment.	✓		AF/I	
Experience of mechanical maintenance and or millwrighting.	✓		AF/I	✓
Experience in precision engineering.		✓	AF/I	
Experience in a timber framing work environment.		✓	AF/I	
Experience in historic building maintenance.		✓	AF/I	
Experience supervising contractors.		✓	AF/I	
Experience in conservation and restoration of machinery/vehicles in work or home life	✓		AF/I	✓
<b>Knowledge</b>				
Conservation and restoration techniques.	✓		AF/I	✓
Sheffield's industrial history.		✓	AF/I	
Water power through the ages.		✓	AF/I	
Knowledge of one or more relevant subject areas such as industrial and social history, technology, science, engineering or historic building maintenance.		✓	AF/I	

<b>Skills</b>				
Demonstratable technical skills in a relevant craft.	✓		AF/I	✓
Welding.		✓	AF/I	
Workshop machine operation lathe, Milling M/C		✓	AF/I	
Pipe fitting, plumbing		✓	AF/I	
Wood machining and hand tools use.	✓		AF/I	
Bench fitting skills		✓	AF/I	✓
<b>Behaviours</b>				
Enthusiasm for and willingness to learn new technical skills in working with old materials such as wrought iron, oak, pitch pine.	✓		AF/I	✓
Passionate about interpreting and providing access to industrial museum collections and historic engineering.	✓		AF/I	✓
Strong commitment to team working	✓		AF/I	✓
<b>Ability to work evenings and weekends as required</b>				
Ability to work evenings and weekends as required	✓		AF	✓
Be available for out of hours emergency call out at all sites as appropriate	✓		AF	✓
Willingness to work across all sites as required.	✓		AF	✓
Advocate on behalf of the Trust to support our fundraising objectives, promote our work and signposting supporters to donation channels, as appropriate.	✓		AF	

AF = Application Form

I = Interview (This may include a presentation or test)

C = Certification

Date Reviewed	
Reviewed By	