

Digital Preservation Manager

Position Type: Permanent, Full time

Salary: £27,150

Closing date: 31 October 2012

Location: London

If you're an expert in digital preservation, come and share your skills with the widest possible audience. Our Information Systems team delivers systems and information management services to over 800 gallery staff across all our sites, as well as supporting our website. Now we need a committed, enthusiastic person to preserve and manage our digital resources and act as an advocate for developing digital preservation expertise across the organisation. We'll look to you to manage projects and budgets, ensure digital resources are well-managed and accessible and maintain a register of all digital assets. Other tasks will range from developing action plans, reviewing policies and strategies and creating staff training programmes to ensuring Tate systems accommodate all defined digital preservation metadata.

To succeed you'll need an impressive track record of managing digital rich media resources, developing metadata schemes to support preservation and training users. A sound grasp of best practice, excellent communication skills and a collaborative working style will also be important.

With four major sites across England, Tate holds the national collection of British art from 1500 to the present day as well as international modern and contemporary art. This is an exciting time to join us as we are embarking on the next stage of our development, which will see the completion of Tate Modern and the further development of the visitor facilities and gallery spaces at Tate Britain. With all these developments, we aim to increase public awareness, understanding, and appreciation of this art. Join our committed team, and help take our collections to the widest audience possible.

Our opportunities are open for you to apply online. Please visit: www.tate.org.uk/about/workingattate/ to create an account by registering your details or if you are an existing user, log into your account. For all opportunities, we ask candidates to complete an online application form for the vacancy they are interested in. If you need an application form in an alternative format, please call us on 020 7887 4997. Once you have submitted your application, you can keep track of its progress by logging in to your account. Our jobs are like our galleries, open to all.

