

## Job Profile – **Historic Buildings Curator – Hampton Court Palace**

Location: Hampton Court Palace

Reports to: Head of Historic Buildings

Responsible for: Assistant Curator of Archaeology, other temporary roles as required.

### Purpose of this role:

This job's purpose is to provide the research and curatorial expertise to guide the care and presentation of the palaces and their collections, especially at Hampton Court Palace.

**1. To lead on researching, understanding, and sharing the stories of the palaces and their collections.**

**2. To champion an understanding of history in the 'presentation' of the palaces and their collections today.**

**3. To conserve and care for the palaces, collections, and grounds**

Date:14/09/2022

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### What you will be doing in your role:

- Providing curatorial support and guidance on planned maintenance, conservation, and public engagement projects – large and small.
- Working to develop, publish and share research about the palaces, their historic context, and particularly their fabric and archaeology.
- Providing building conservation advice to colleagues in line with best practice and the requirements of the law on scheduled monuments and listed buildings.
- Helping to set standards for the conservation, presentation and use of the palaces through Statements of Significance and Conservation Management Plans.
- Ensuring the sympathetic design and appearance of operational and visitor facilities.
- Determining the need for, commissioning, and managing, contractors undertaking archaeological recording and other specialist curatorial analysis and investigation.
- Managing and developing the archaeological and architectural collections
- Being an active member of the curators' team, supporting and advising colleagues.
- Providing specialist advice to colleagues in other departments, including contributing to organisation-wide initiatives.

- Representing Historic Royal Palaces to the wider world and communicating its stories in person and offsite through public talks, print publications, TV, radio, blogs, and podcasts.
- Undertaking any other reasonable tasks as requested by your manager.

In addition to your main areas of responsibility, the Performance Framework qualities and behaviours that are required from all our people for successful delivery of our Cause and Strategy are summarised below:

#### Memorable Experiences

Going above and beyond to create personalised experiences that inspire and provoke change

#### Simplify and Adapt

Cutting through complexity to find simple solutions and encourage agile ways of working

#### Money Matters

Generating the money to grow our impact and care for our palaces; creating a culture of getting better value and increasing our financial headroom

#### Fresh Thinking

Demonstrating the courage to push the boundaries, striving to stretch ourselves

#### In this Together

Working collaboratively across the organisation, investing time in building trusted relationships to create 'one team – one HRP'.

#### Inspire Success [Managers and Team Leaders only]

Enabling and supporting your staff to succeed

#### Other requirements

In addition to the above you are also required to have read and comply with the rules/standards contained in HRP's Code of Conduct, including Health and Safety requirements. The Code of Conduct can be found in your Staff Handbook.

## Historic Buildings Curator – Hampton Court Palace

Who we are looking for...

Criteria	Essential	Desirable
Qualifications	No specific qualifications are required for this role – the experience and knowledge sections below capture the requirements of the role. Specific qualifications may be used as evidence of these skills and experience if you believe they are appropriate.	
Experience	<p>Experience managing change within a historic building, landscape, garden, archaeological site or similar.</p> <p>Experience researching, analysing, and writing about historic buildings, landscapes, gardens, archaeological sites, collections or similar.</p> <p>Experience building collaborative relationships with a wide variety of stakeholders.</p> <p>Experience identifying, communicating, and negotiating solutions to complex problems, ideally within a heritage context.</p> <p>Experience communicating with small and large audiences in-person and online.</p>	<p>Experience managing change within a historic building, landscape, garden, archaeological site, or similar, in use as a visitor attraction and/or office space.</p> <p>Experience producing Statements of Significance and/or Conservation Management Plans.</p> <p>Experience working as a curator in the museums and heritage sector.</p> <p>Experience of public engagement work within a heritage or museum organisation.</p> <p>A record of publishing your research in peer-reviewed publications and/or books.</p> <p>Experience undertaking research using primary sources, this may include documentary sources, collections, archaeological material, historic building fabric (or similar).</p>

		<p>Experience specifying/commissioning historic building analysis, archaeological investigations, or similar specialist curatorial activities.</p> <p>Experience of successfully applying for grant funding from the AHRC, or similar funding body.</p> <p>Experience working with journalists and/or production companies in the creation of print, audio, or visual media content.</p> <p>Experience managing a collection.</p> <p>Experience working in an organised and efficient way, managing deadlines, and competing priorities.</p> <p>Line management experience.</p>
<p>Knowledge and other skills</p>	<p>Specialist knowledge in one of the following subject areas, Architectural History, Archaeology, Historic Building Conservation, Early Modern History, Landscape/Garden History, or similar.</p> <p>Knowledge of the methods and techniques associated with the study of historic buildings, landscapes, gardens, or archaeological sites.</p>	<p>Specialist knowledge in multiple subject areas listed under essential.</p> <p>Specialist knowledge of one or more subject areas listed under essential with a focus on the period 1500-1800.</p> <p>Knowledge of Early Modern palaeography.</p> <p>Knowledge of current best practice in the conservation of historic buildings, landscapes, and collections.</p> <p>Knowledge of, and interest in, adapting heritage buildings for environmental</p>

	Excellent general IT, administrative and organisational skills.  Excellent written English.	sustainability and physical accessibility.
Additional requirements	A commitment to continued professional development	

Performance Framework qualities	Select up to 3 of the most essential PF qualities for this role	
	Please ✓ up to 3	What behaviours are required?
Memorable Experiences	x	Brings enthusiasm, knowledge, and flair wherever possible to engage customers, making their visits distinctive and captivating. Identifies ways to broaden our reach, so that everyone feels the palaces are for them.
Simplify & Adapt		
Money Matters		
Fresh Thinking	x	Constructively challenges others on their thinking and suggests viable alternatives. Demonstrates an enthusiasm and appetite for learning: seeking to understand, reflect and share.
In this Together	x	Takes every opportunity to build positive relationships with colleagues in different parts of the organisation. Recognises colleagues across HRP as internal customers, seeking to deliver an exceptional service to enhance organisational success.
Inspire Success (manager & team leader grades only)		

All candidates will be recruited against the above criteria regardless of their age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation. We value a diverse workforce and celebrate our differences.