



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

PARKS MUSEUM CURATOR

Job Number: 20000553

Job Code: 15330V000101

Job Group: 1500 - PARKS AND RECREATION

Job Established: 06/16/1982

Job Revised: 02/24/2006

Grade: 14	Salary (MIN - MID):	Special Entrance Rate:
	\$18,075-\$23,944 - Hourly	NONE
	\$2,937.20-\$3,890.90 - 37.5 Hr. Monthly Salary	NONE
	\$3,133.00-\$4,150.30 - 40 Hr. Monthly Salary	NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Supervises, organizes, and manages the artifact collections at Kentucky parks with museums; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree in museology or museum sciences OR a bachelor's degree in history, archaeology, anthropology or a related field which includes fifteen semester hours in museology or museum sciences.

EXPERIENCE:

Must have two years of experience in curatorship, conservatorship, management of a museum or in the identification, cataloging or research of artifacts.

Substitute EDUCATION for EXPERIENCE:

Additional education in one of the above fields will substitute for the required experience on a year-for-year basis.

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SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Supervises the collection of equine artifacts. Supervises the collection of ornithological artifacts, paintings and original documents. Maintains records of collections pertaining to history, source and value. Researches history of artifacts. Prepares displays and exhibits of artifacts. Solicits artifacts donations and loans to museum. Performs conservation and restoration of artifacts. Maintains proper storage of artifacts. Controls temperature and humidity of museum for preservation purposes. Communicates with other museums and educational institutions for purposes of artifact loans and exchanges. Provides for tours of artifact collections and work areas. Trains and supervises curatorial work of volunteers and park workers. Maintains inventory of supplies and materials. Maintains cataloging system.

UNIQUE PHYSICAL REQUIREMENTS:

Some lifting is required.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Primarily works inside and deals with general public.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.