

PHASE 3
UCSD Museum Services
Family Function and Job Function Summary

Job Family	Job Function	Job Summary
Museum Services	Conservation	Involves examining and documenting objects in a collection, working to prevent their deterioration, and treating and repairing them when necessary.
Museum Services	Museum Curatorial	Involves academic interpretation of objects in a collection and on loan. Recommends acquisitions, deaccessions, and conservation. Conducts original research and presents / publishes results. May have administrative responsibilities and / or oversee the care of the collections and their documentation.
Museum Services	Museum Preparation Exhibition	Involves designing, fabricating, and installing exhibitions for public education. Prepares objects for exhibition, shipping, archiving, and storage, which can include activities such as mounting, matting, framing, wrapping, packing, and transporting.
Museum Services	Museum Registration Collection	Involves ensuring the physical safety of and accurate record keeping on all works in a collection and on loan. Involves collections management, care, documentation, and providing access to the collections; and cataloging, deaccessions, and loans to other institutions. Also involves the safe transport of objects, and in scientific museums, specimen preparation.