

Student Intern, Conservation Assistant

Full-Time Term Position

May 4, 2026 to August 21, 2026

Hiring Manager: Manager, Conservation

Closing Date: May 1, 2026

To apply, please register on the Young Canada Works [website](#), create a profile, and submit your application with a resume and cover letter.

Glenbow is an equal opportunity employer and values different perspectives, backgrounds, identities, and lived experiences. We are committed to building a diverse team and encourage candidates from underrepresented groups to apply. Should you have special accommodation needs, please let us know.

About Glenbow

Glenbow is an arts and culture museum undergoing a complete reimagining of what a museum can be. Every member of our team, regardless of job title, is focused on serving our community and reimagining the museum experience.

Our team is passionate about making art accessible to everyone. We are dedicated community builders, working to shape the future of arts and culture in Calgary and beyond. Working at Glenbow also means being part of an organization that recognizes its role in reconciliation and is working toward building an equitable community.

The Opportunity

As a member of Glenbow's Collections & Curatorial team, the **Student Intern, Conservation Assistant** supports the stewardship of Glenbow's art collection in preparation for the museum's reopening in its revitalized home, the JR Shaw Centre for Arts & Culture.

Reporting to Glenbow's Manager, Conservation and under the training and guidance of the greater Conservation team, the Student Intern, Conservation Assistant will undertake the hinging of artworks from Glenbow's collection that are slated for exhibition as part of Glenbow's reopening. This includes handling artworks, applying hinges, and documenting treatments and object locations in Glenbow's collection management system to prepare for exhibition installation. The Student Intern, Conservation Assistant will also carry out dusting of objects and artworks as needed.

Key Responsibilities

Responsibility 1: Transport Artworks

- Use Glenbow's collection management database (ARGUS) to locate artworks in

Glenbow

Glenbow's collection storage area, deploy proper care and handling techniques to extract the artworks from storage, and transport them to the hinging workstation.

- Update and maintain the artwork location in Glenbow's collection management database.
- Move artwork to the next preparation area and document all location changes in the collection management database.

Responsibility 2: Hinge Artworks

- Use training and guidance of the Conservator, Paper to apply hinges to selected artworks as required.
- Ensure proper and thorough documentation of work in Glenbow's collection management database.

Responsibility 3: Dust Artworks

- Under the guidance and training of the Conservators, dust artworks and objects and document their condition through both written records and photographic documentation.

Responsibility 4: Other Duties as Assigned

Qualifications

Education & Experience

- Enrolled in post-secondary education in museum studies, conservation, art history, fine arts, archeology, anthropology, or history.
- Previous museum experience is not required.

Key Competencies

- Strong attention to detail, with a keen sense of observation, patience, and a methodical approach to work.
- Effective documentation skills, including proficiency in basic Microsoft Word and Excel functions as well as photographic documentation.
- Comfortable using, or willingness to learn collections management database systems, including ARGUS.
- Willingness to learn, assist with basic conservation tasks, and further develop skills.
- Strong manual dexterity and the ability to perform precise, detail-oriented tasks, including those that are repetitive.
- High professional standards related to ethics, confidentiality, and object integrity.
- Reliable, organized, and committed to safe work practices.

Working Conditions

- Ability to stand for extended periods, and to bend, stretch, and safely climb ladders as needed.

- Capable of lifting, carrying, pushing, or pulling objects weighing over 20 lbs without the use of powered equipment.
- Comfortable working in environments that may involve exposure to dust, pests, mold, and chemicals, and willing to use personal protective equipment (PPE) when required.
- Comfortable working in a publicly visible laboratory environment with regular observation by visitors, staff, donors, and stakeholders.

Young Canada Works Eligibility Criteria

- Must be a Canadian citizen, permanent resident, or have refugee status in Canada. Note: Non-Canadian students holding temporary work visas or awaiting permanent status are not eligible.
- Legally entitled to work in Canada.
- Between 16 and 30 years of age at the start of employment.
- Must meet specific eligibility criteria of the program for which you apply.
- Registered in the Young Canada Works online candidate inventory.
- Willing to commit to the full duration of the work assignment.
- Must not have another full-time job (over 30 hours a week) while employed with Young Canada Works.