



AUSTRALIAN INSTITUTE FOR THE CONSERVATION OF CULTURAL MATERIAL INC.
PO Box 239, MOONAH, TAS 7009

APPLICATION FORM PROFESSIONAL MEMBERSHIP OF AICCM

Personal Details

Title: Ms

Surname: Smith

First names: Angela

Postal Address: 23 Collins St, Anytown, NSW 2470

Email: angela.smith@anygallery.org.au

Phone: (02) 9588 7523

Eligibility

Applicants must be a current member of the AICCM and have a minimum of six years relevant professional service/ employment and/or education/ training in the materials conservation field to be eligible to apply for Professional Membership.

Eligibility may be evidenced through:

1) Graduation from a materials conservation specific training program (three years duration) **and complemented** with additional training/ work experience (minimum of three years) in the materials conservation field.

OR

2) Graduation from a materials conservation specific training program (two years duration) **and complemented** with additional training/ work experience (minimum of four years) in the materials conservation field.

OR

3) Evidence of professional work in the field of materials conservation for a period of at least six years.

Application Fee

A non-refundable application fee of \$100 must accompany this application form.

- Australian currency cheque (foreign currency cheques not accepted)
- Payment from Australia by bank transfer. Attach a copy of the transaction documentation to this application
- Payment from overseas by bank transfer. Attach a copy of the bank transfer documentation to this application. Add \$10.00 Australian to the application fee to cover bank fees and ensure that your bank fees for arranging the transfer are covered.

Payment details:

Cheque: Make cheques payable to AICCM Inc.

Bank Transfer:

Bank: BANK AUSTRALIA
Account Name: Australian Institute for the Conservation of Cultural Materials Inc.
BSB: 313-140 Account Number: 12037573
Reference format: FirstInitial.LastName (profapp) - e.g. j.smith (profapp)

Evidence for Professional membership

In considering applications for Professional Membership, the following activities/supporting information will be examined by the Professional Membership sub-committee in assessing an individual's application for Professional Membership:

- The nature and extent of conservation specific training/education programs undertaken.
- The nature and suitability of internship or in-service training and alternative training methods
- Evidence of application of and adherence to the [AICCM Code of Ethics and Code of Practice](#).
- Evidence of involvement in AICCM activities
- Three referees
- Current CV/resume, focussing on last 10 years and no more than 5 pages long

Educational Qualifications

Please detail your educational qualifications in the table below. Copies of academic awards must accompany your application.

Qualification	Discipline	Education Provider	Country	Year
Masters of Cultural Materials Conservation	Objects Conservation	University of Melbourne	Australia	2006
Bachelor of Arts	History	University of Tasmania	Australia	2003

Adherence to AICCM Code of Ethics and Code of Practice

Professional membership applicants must abide by the [AICCM Code of Ethics and Code of Practice](#) at all times. Members are reminded that the Constitution of the AICCM is a contract and members who falsely assert that they observe and apply the AICCM Code of Ethics and Code of Practice can face disciplinary action as outlined in the Constitution.

Do you observe and apply the AICCM Code of Ethics and Code of Practice in undertaking your conservation practices (delete as appropriate)?

Yes

Involvement in AICCM Activities

Please detail how you have contributed to and or been involved with AICCM related activities in the table below.

Activity	Year
Conference paper, AICCM National Conference	2016
AICCM Workshop organizing and presentation, Preventive Conservation	2017-18
AICCM Special Interest Group (SIG) coordinator	2016

Current Employment

Delete as appropriate, and fill in details in space below. Please include a current CV/resume with this application.

Government	Permanent Date commenced: 28/2/2007 Contract full time, ongoing
Position Details: At objects conservation at Anywhere Art Gallery, I manage the preservation activities for the collection's art collection. Tasks include research, preventive conservation, treatment, preparation for loans and supervising volunteers and interns.	

Referees

Three written references are required from contacts (preferably Professional Members of AICCM) to whom the Council may refer for information as to your character, qualifications, training and experience. All three referees must fill in and sign the referee report and return it to the Professional Membership officer by the application deadline.

When contacting your referees, please forward them a referee report template found on the AICCM professional membership web page.

Referees should note that their recommendation of the applicant must be seriously considered and that they may be contacted by the Professional Development Assessment Committee. When completing the report, referees need to consider the following:

- Do you know the work of the candidate well enough to comment upon their performance, competence and execution of the work?
- What evidence do you have to show that the candidate is of good character and behaves in an ethical manner with professional integrity?
- Has the candidate displayed any behaviour which is contrary to the AICCM Code of Ethics?

	Nominated Referee	Position	Address	e-mail
1	John Rathdon	Paper Conservator	Anywhere Art Gallery, NSW 2470	John.rathdon@anywhere.org.au
2	Ben Smith	Private Objects Conservator	45 Verhoeven Dr, North Beach NSW	besmith@gmail.com
3	Prof Catherine Fast	Lecturer History	Faculty of Arts, University of Tasmania	catherinef@utas.edu.au

Please note referees must return completed reports directly to the professional membership officer. It is the applicant's responsibility to ensure that all three reports are submitted by the application deadline.

Declaration and Application checklist

To the National Secretary, Australian Institute for the Conservation of Cultural Material Inc. (AICCM):

I wish to apply for professional membership of the AICCM, and agree to be governed by the Institute's Constitution. I agree to observe and adhere to the [AICCM Code of Practice and Code of Ethics](#).

I note the following provisions in the AICCM constitution:

'11. (1) Where the Council is of the opinion that a member:
(a) has refused, or neglected to comply with a provision of these rules; or
(b) has acted in a manner prejudicial to the interests of the Institute; including without limitation not complying with the code of ethics and code of practice, the Council may, by resolution:
(c) expel the member from the Institute; or
(d) suspend the member from such rights and privileges of membership of the Institute as the Council may determine for a specified period.'

I declare that the information provided is true and correct.

I understand that if my AICCM membership is in arrears by more than 3 months, my entry on the list of AICCM members will be removed and not be re-instated until my membership arrears have been paid.

I ACCEPT these conditions and submit my application
(Delete as appropriate to proceed)

Signature:



Date: 21/4/2018

Please ensure you have enclosed all necessary documentation by completing the checklist below. Incomplete applications will be returned to applicants.

Initial applicants:

- Completed application form with scanned or digital signature
- Application fee
- Scanned copies of academic awards
- Three referee reports sent directly to the Professional Membership officer
- Current CV/resume

Send a copy of the application form, CV / Resume, supporting evidence and the application fee, preferably in digital form with scanned signatures (CD or email), to the AICCM Professional Membership Officer at:

secretariat@aiccm.org.au or marked confidential to:
AICCM Professional Membership Officer, PO BOX 239, Moonah, TAS, 7009

All applications will be acknowledged via e-mail.