

# Natasha Shannon Crowley

---

## COVER LETTER

Since 2006 I have been working in arts administration and collections care. I greatly enjoy roles that involve organizing, planning and scheduling. My educational background includes an M.A. in the conservation of works on paper from Camberwell College of Arts; a Certificate in the Conservation and Preservation of Photographic Materials from the London Centre for Photographic Conservation; an M.A. in Museum Studies (Collections Management) from San Francisco State University; and a B.A. in Fine Arts (Painting, Photography & Conceptual Design) from San Francisco State University.

Professionally, I have a wide range of experience:

- **Working with the public:** I have worked with clients, donors and artists in museum settings, an art transportation setting and in public-facing administrative capacities. At the California State Archives I co-led a workshop on preservation, and led conservation lab tours, and at the Society of California Pioneers I led collections committee meetings.
- **Caring for artifacts:** As a registrar I have been responsible for condition reporting, documenting, photographing, inventorying and managing a wide range of art and historical collections. My background in conservation has provided me with deeper insight on caring for works on paper, tracing paper, photographic materials and library materials.
- **Housing:** I have housed a number of objects including 3-dimensional materials, paintings, broken glass negatives, tracing paper designs, oversized rolled stained glass cartoons, and a collection of late 19th century fine art books and portfolios.
- **Computer skills:** I have advanced computer skills, including experience with coding, web development, print design, database queries, utilizing project management software and creating meaningful spreadsheets to organize data and present information.
- **Logistics and tracking:** I have an eye for detail and have managed a variety of collection loans, exhibitions and location changes using collections management software. At Atthowe Fine Arts, I was responsible for our daily schedule of ingoing and outgoing artifacts and I managed and completed phase two of a 100,000 sq ft inventory project.

## WORK SAMPLES

- [Research and Writing](#) California State Archives  
Basic photo preservation handout that I created for a workshop I co-led at the archives.
- [Collections Report](#) Museum of Domestic Design & Architecture  
Housing and conservation project report of Silver Studio design portfolios. Project allowed increased physical and informational access to the collection and allowed the curator to further research the collection and publish an article in the Decorative Arts Society Journal.
- [Custom Form](#) San Francisco Maritime NHP  
Created custom conservation assessment form which was then used to automatically merge information into a large report summarizing findings. This report was used to secure funding for the conservation of Bendixen ship plans.
- [Paper Conservation](#) Camberwell College of Arts  
Conservation treatment portfolio demonstrating the variety of treatments I had completed at the end of my conservation studies.
- [Photographic Preservation](#) London Centre for Photographic Conservation  
Document summarizing the most common causes of photographic degradation.

# Natasha Shannon Crowley

---

## EDUCATION & TRAINING

### **M.A. Conservation** (Distinction) - Camberwell College of Arts, University of the Arts London, 2010

- Researched conservation, preservation, and adhesive-free mounting techniques of painted designs on tracing paper.
- Conducted conservation internships at the **Museum of Domestic Design** and the **Victoria and Albert Museum**.
- Conducted research, conserved and documented 19th and 20th century works on paper, photographs, books and ephemera. Responsible for treatments and housing of books, Joseph Bell charcoal cartoons, William Morris wallpaper samples, and early 20th century original Silver Studio textile and wallpaper designs. Supervised and trained undergraduate conservation volunteers.

### **Certificate Photographic Conservation & Preservation** - Centre for Photographic Conservation, 2010

- 245-hour course on identification, history, care, and conservation of photographic materials. Identified, treated and housed a variety of negatives and photographs. Created a brief guide to common causes of photographic degradation.

### **M.A. Museum Studies - Collections Management** - San Francisco State University, 2006

- Curatorial and Registrarial Internships: **Triton Museum of Art** (Santa Clara) and **Cartoon Art Museum** (San Francisco)
- At Cartoon Art Museum worked with Collections Manager on all aspects of collections including: condition reports, art handling, framing, installation, processing loan documents and preparation for exhibits.
- At Triton oversaw a major deaccession/registration project. Under the supervision of the Chief Curator, was responsible for creating timelines and deadlines, conducting research and overseeing undergraduate interns and their projects, and guest curated an exhibition from the Triton Museum of Art's permanent collection. Created an educational program for youth, wall didactics and other supporting material.

### **B.A. Fine Art - Conceptual Information Arts & Painting** - San Francisco State University, 2001

## SKILLS

**Cultural Sector:** contemporary art • ephemera • historical collections • photographic media • conservation • museum studies • preservation • arts administration • event planning • fundraising • social media • e-marketing

**Collections Care:** integrated pest management • environmental monitoring • collection surveys • registration

**Collections Housing and Mounting:** packing: photographs, works on paper, paintings, books and three-dimensional objects • mounting: float mounts, sink mounts, inlays and adhesive-free mounting methods

**Computer Skills:** Collections Databases • Adobe Creative Suite, InDesign, Illustrator, Photoshop • Web Development

## COLLECTIONS PROJECTS

- **Special Collections Preservation / Collections Volunteer, California Academy of Sciences:** Library and Special Collections projects including preservation activities and book digitization on Scribe scanner. 2015-2016; 2017; 2019

- **Contract Conservator, SF Maritime Library & Archive:** 100-hour project to document and make treatment recommendations for a collection of 47 oversized Bendixsen ship plans. 2013

- **Volunteer, SF Maritime Library & Archive:** Re-housed a collection of oversized glass negatives. 2012

- **Volunteer Paper Conservator, UC Berkeley Doe Library Preservation Department:** Treated and re-housed a variety of oversized works on paper including maps, posters, newspapers, blueprints and architectural linens. 2011

- **Contract Assistant Conservator, Gawain Weaver Photographic Conservation:** Paper conservation of the Lee family archive; photographic conservation; print identification; and assembly of ID kits. 2011

- **10-week funded Documentation Internship, Museum of Domestic Design & Architecture, Middlesex University, London:** Documented 301 items from the Silver Studio reference portfolio collection. Accessioned, photographed, condition reported, surface cleaned and housed items in 4-flap enclosures or Mylar wrappers and placed inside archival boxes. Made recommendations for conservation based on accessibility, conservation priority and significance. 2010

# Natasha Shannon Crowley

---

## WORK EXPERIENCE

### **Various Roles, 2017-present**

- Became a full-time mom. Volunteered in arts administration at San Francisco Museum of Modern Art (fall 2018) and preservation at California Academy of Sciences (summer 2019).

### **Document Preservation Technician, California State Archives, Sacramento, October 2016-January 2017**

- Responsible for environmental monitoring, preservation and conservation.
- Co-organized preservation workshop.

### **Assistant Editor & Web Developer, PeerJ, San Francisco, 2014-2016**

- Responsible for editorial tasks for a peer-reviewed open-access online journal.
- Reviewed submissions, coordinated with authors and clarified submission guidelines.
- Worked with tech and editorial teams to identify improvements to software interface, features and usability.

### **Membership Coordinator & Registrar, Society of California Pioneers Museum & Library, San Francisco, 2011-2014**

- Maintained database of historical collection of California photography, art & ephemera.
- Responsible for condition reports, art-handling, overseeing collections storage and preservation tasks.
- Created registrar handbook, assisted with exhibitions, processed loans and image requests.
- Mentored 4 graduate student collections and curatorial interns to improve environmental conditions of museum objects, expand informational access to photographic collection, and increase rights & reproductions revenue.
- Attended board meetings, processed donations, assisted with Fall and Spring fundraising appeals, contact person for 1200-person membership and event planning of special events and exhibitions. Managed office IT needs, website production and designed event invitations and quarterly newsletters.

### **Registrar, Serge Sorokko Gallery, San Francisco, 2007-2008**

- Responsible for condition reports, art-handling, and arranging transportation, framing, packing and storage of a collection of contemporary photographs, prints, paintings and sculpture.
- Maintained collections database, artwork inventory, and loan, acquisition and insurance paperwork.
- Participated in the planning, preparation and installation of art exhibitions.
- Managed \$50k Yuri Kuper Portfolio Project which involved condition reports, surface cleaning, conservation and researching archival digital printing methods and portfolio box manufacturers.

### **Registrar / Managing Registrar, Atthowe Fine Art Services, Oakland, 2006-2007**

- Registrar at busy fine art storage, transportation and packing company. Promoted to manager of three-person registration team after four months. Primary department contact person for museums, galleries and art collectors and determined daily schedule of ingoing and outgoing artwork, billing, and access of artwork.
- Responsible for condition reports, art-handling, overseeing packing, transportation and storage, and monitoring hygrothermograph readings.
- Coordinated certificate of insurance paperwork, loan documents, and maintained documents in custom database and paper records.
- Met with museum professionals, artists and art collectors to access objects in storage.

## ARTS COMMUNITY INVOLVEMENT

### **Board Volunteer, 2006-2017; Auction Committee Member, Event Volunteer, Website Designer San Francisco Children's Art Center**

### **Docent (Gallery Representative), 2002-2004**

**Yerba Buena Center for the Arts, San Francisco**