

## **Position Description | Senior Curator**

### **Terms & Conditions of Employment**

**Position Title:** Senior Curator

**Hours:** Monday to Friday 10am to 6pm, with additional hours required from time to time

**Location:** The position is based in Sydney, NSW

**Terms Of Employment:** Two-year contract (maternity leave cover), non-ongoing, start January 2024

**Base Salary:** \$80,000 per annum plus superannuation

### **Acknowledgement**

Artspace acknowledges the Gadigal people of the Eora Nation as the Traditional Custodians of the lands and waters on which Artspace stands. We acknowledge and pay our respects to all Aboriginal and Torres Strait Islander peoples and their Elders, past and present, as the custodians of the world's oldest continuous living culture.

### **Artspace Vision**

Ever changing, ever challenging, Artspace is where audiences encounter the artists and the ideas of our times.

### **Mission**

Artspace is one of the leading institutions for the production and presentation of contemporary art in the Asia Pacific. Our expansive, multi-platform approach to programming includes new commissions, exhibitions, performances, studio residencies, publishing, public programs, learning and outreach initiatives, and advocacy. Artspace is where artists of all generations test new ideas and shape public conversation. Embracing risk, experimentation, collaboration and advocacy, Artspace's mission is to enhance our culture and support community vibrancy through a deeper engagement with contemporary art.

### **About Artspace**

We are a leading independent, not-for-profit contemporary art space, cultural partner and community resource located in Sydney on Gadigal land. We receive government support from the Federal Government through Creative Australia and from the New South Wales (NSW) State Government through Create NSW. Government funding is supplemented through the valued contributions of our dedicated community of partners and benefactors.

### **Position Summary**

The Senior Curator works closely with the Executive team – Executive Director and Deputy Director – on the development and management of Artspace's artistic program in line with Artspace's vision and strategic objectives. This will be achieved through innovative and engaging exhibitions, new work commissions, studio residencies, national touring, public programs, learning and outreach initiatives and publishing.

The Senior Curator is responsible for managing project budgets and reporting. The Senior Curator will also contribute to funding applications, strategic documents, and other organisational initiatives.

The Senior Curator will represent Artspace in their engagement with the Australian and international contemporary art communities and continue to strengthen Artspace's global network and programming reach, as well as professional and community engagement.

### **Key Accountabilities**

#### **Artistic Program**

- Contribute to the development and planning of future programming, with a strong awareness of key current concerns in contemporary art and curatorial practice
- Work collaboratively with the Executive on high-level project management of onsite and offsite exhibitions, which includes: conceptual development of projects; overseeing exhibition procedures; liaising with and confirming artists' contributions in the form of new works and/or loans; overseeing the design and layout of exhibitions; ensuring that best practice approaches and professional standards are maintained throughout project development, delivery, and while exhibitions are on display; overseeing

and collaborating with artists on the production of new commissions; support the logistics of loans, freight and registration along with the preparation of exhibition spaces; manage the installation and de-installation of exhibitions with other relevant staff; and provide team briefings on curatorial projects to support Learning and Outreach, Communications and Front of House

- Support the commissioning of major projects, and work closely with artists to realise ambitious, new work
- Contribute to the writing, editing and production of publications and manage interpretative and critical material related to the overall artistic program; and contribute to marketing and communications strategies
- Collaborate with other relevant staff to support funding applications and proposals to government, trusts and foundations to build capacity across the artistic program
- Develop and maintain relationships with artists, colleagues, curatorial networks and other industry professionals with a view to future programming and partnerships
- Develop and maintain national and international networks of industry colleagues with a view to artistic research and development, collaboration and co-commissioning, national touring and other initiatives to extend the reach, impact and resourcing of Artspace's artistic program
- Liaise with guest curators, artists and writers, and other institutional colleagues in the development and delivery of the artistic program

### **Management and Administration**

- Act as a mentor and support professional development opportunities across the whole of the Artspace team and with interns
- Work with the Executive to support Artspace's strategic initiatives and exhibition-specific administration by contributing to or overseeing project-specific budgets, management and reporting; collating curatorial contributions for Board and annual reports; and archival record-keeping

### **Advocacy**

- Develop and maintain networks within the arts and cultural sector, academic and education sectors, and the wider community
- Support access, equity and inclusion initiatives across the whole organisation
- Represent Artspace through public engagement, such as presentations to professional colleagues, the academic sector and community groups, and through participation in committees, juries and on other professional bodies where relevant
- Work with the Artspace team to identify and contribute to opportunities to maximise media, audience and stakeholder engagement, including participating in media interviews as required
- Work to cultivate and steward relationships and partnerships with key stakeholders as required

### **Selection Criteria**

1. Relevant tertiary qualifications coupled with a minimum five years' experience developing and delivering curatorial and exhibition projects for art institutions, and a well-defined curatorial practice
2. An excellent knowledge of global contemporary art and culture, and a strong record of publishing and public presentations
3. A strong professional network within the arts sector
4. Outstanding written and oral communication skills, including experience in developing a range of material and presentations for diverse contexts and audiences
5. Excellent planning and organisational skills with a proven record of successfully managing all aspects of projects through to completion, in accordance with agreed standards, timeframes and budgets

### **Special Requirements**

- This is a fulltime position and during peak exhibition periods and after-hour events it includes work outside of normal business hours and on weekends
- Representing Artspace at high-level meetings with key stakeholders, and other forums and events, and cultivating good relationships with relevant personnel
- Performing other duties as directed by the Executive

## ARTSPACE

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Artspace is an inclusive employer that values diverse perspectives and lived experiences. We are committed to providing a positive, flexible and supportive workplace and to embracing access and inclusion initiatives across the organisation. We encourage applications from Aboriginal and Torres Strait Islander people, people living with a disability, those identifying as LGBTQIA+, and people from culturally diverse communities

### **To apply**

Please send applications via email to [jobs@artspace.org.au](mailto:jobs@artspace.org.au) with the subject line:  
CONFIDENTIAL Application: Senior Curator

Applications should contain:

- CV including applicant's contact information (maximum three pages)
- One document addressing the Selection Criteria (maximum three pages)
- Contact information for two professional referees

Applications to be submitted by Tuesday 12 December, 5pm. Interviews are expected to take place the week starting 18 December.

Enquiries can be directed to: Michelle Newton, Deputy Director, 02 9356 0555 or [michelle@artspace.org.au](mailto:michelle@artspace.org.au)