



ARTSPACE

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Woolloomooloo NSW 2011
Sydney Australia

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POSITION DESCRIPTION I Associate Curator, Residencies, Learning and Outreach

TERMS AND CONDITIONS OF EMPLOYMENT

POSITION TITLE: Associate Curator, Residencies, Learning and Outreach

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

TERMS OF EMPLOYMENT: Permanent full-time, subject to a six-month probationary review

SALARY: \$55,000–\$62,000 per annum plus superannuation

LOCATION: The position is based at Artspace with some occasional offsite work required

VISION

EVER CHANGING, EVER CHALLENGING, Artspace is where audiences engage with 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. Artspace's mission is to enhance our culture through a deeper engagement with contemporary art. Embracing risk, experimentation, criticality and collaboration, Artspace's multi-platform program facilitates new commissions, exhibitions, performances, artist residencies, public programs, publishing and advocacy. Underpinned by a commitment to reflecting and advancing social and cultural diversity, Artspace catalyses new artistic visions and enables artists of all generations to test ideas and shape public conversations.

ABOUT US

Established in 1983, Artspace is an independent, not-for-profit contemporary art space that receives government support for its activities from the Federal Government through the Australia Council for the Arts and the State Government through Create NSW, alongside the ongoing and valuable contribution of our dedicated community of partners and benefactors.

ACKNOWLEDGEMENT

Artspace acknowledges the Gadigal people of the Eora nation on whose unceded lands we are situated and pay respects to elders past, present and emerging. We acknowledge those who share borders with the Gadigal, from gadu or saltwater to the east, Dharug to the west, Gundungurra to the southwest, Dharawal to the south and Kuring-gai to the north. Artspace is situated on Yurong, looking out from the shores of Warrane, where we are fortunate to be afforded the space to reflect on the legacies present in this place. We recognise all First Peoples and their continuing connection to land, waters and culture.

POSITION SUMMARY

The Associate Curator, Residencies, Learning and Outreach is a newly created and multifaceted role that will provide a high level of curatorial support and advocacy for artists in the residency program and build on Artspace's expanded programming capacity through the new Learning Studio that will form part of the major capital redevelopment of The Gunnery building.

The Associate Curator, Residencies, Learning and Outreach will be a crucial role within Artspace's team, working collaboratively with the Executive on the integration, delivery and growth of Artspace's studio residencies for artists with learning and access programs for students, teachers, adults and families, and the local Woolloomooloo community. The Associate Curator, Residencies, Learning and Outreach will support opportunities for artists in residence and be accountable for implementing the strategic direction of Artspace's engagement with target audiences (onsite, online and regionally). This responsive role will advocate for new approaches to learning and access programs that also connect with Artspace's exhibition program, and will work to build strategic community partnerships that align with the organisation's vision and objectives.

This position is expected to work collaboratively with the Artspace team to deliver the artistic and business development objectives of the organisation.

KEY ACCOUNTABILITIES

In consultation with the Executive, the Associate Curator, Residencies, Learning and Outreach will implement Artspace's program strategies across the following areas:

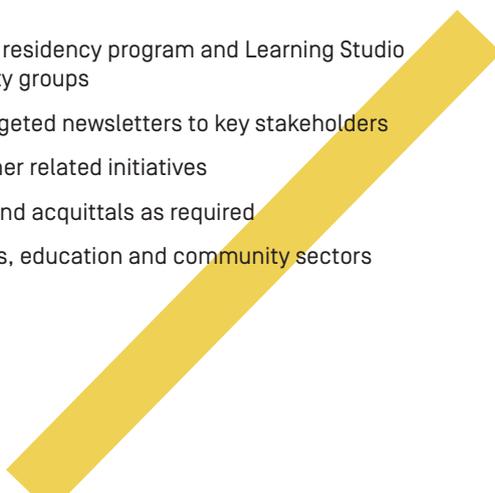
RESIDENCIES

- Contribute to the development and delivery of Artspace's annual residency program, including coordinating the open call, studio access, artist contracts, studio visits, reporting requirements and website content
- Act as the key liaison and support for all artists in the program, including at times providing support for visiting artists and curators, organising itineraries and travel arrangements
- Work closely with the curatorial team to providing a high level of responsiveness, curatorial support and advocacy for artists participating in the residency program, facilitating professional development through a range of platforms, including showcasing their work to curatorial peers and to other audiences
- Contribute to the development of written content and collateral supporting participating artists through online programming and expanded publishing initiatives that highlight selected outcomes and insights from the residency program

LEARNING AND OUTREACH

- Contribute to the development and delivery of Artspace's new learning and outreach programs for primary, secondary and tertiary students, and community groups, that connect with the residency and exhibition program
- In consultation with the Executive, plan and develop learning resources, workshops and digital content that connects with the residency and exhibition program to reach target audiences
- Actively foster new audiences through initiatives and collaborations with community groups and build and maintain relationships with teachers and schools across the state and coordinate their visitation
- Undertake program evaluation and monitoring, including feedback, surveys, photographic permissions, attendance data, statistics and reports as required
- Ensure Artspace's learning programs are responsive to state and national curricula requirements, and broader education priorities and initiatives

OTHER DUTIES

- In collaboration with the Artspace team, market and promote the residency program and Learning Studio to effectively target artists, priority schools, tertiary and community groups
 - Produce copy for Artspace's website and marketing, including targeted newsletters to key stakeholders
 - Contribute to the development of curatorial programming and other related initiatives
 - Assist with the preparation of materials for funding applications and acquittals as required
 - Professionally represent Artspace and its programs within the arts, education and community sectors
 - Assist with the setup and delivery of public programs as required
 - Adhere to Artspace's policies and processes
 - Other duties as required by the Executive
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SELECTION CRITERIA

Required qualifications and experience

1. Relevant tertiary qualifications (such as in Contemporary Art, Art History, Curatorial Studies, Arts Management, Fine Arts), and a good knowledge of contemporary art and culture.
2. Experience in the development of public programs and/or learning and access programs for diverse audiences, and an interest in interdisciplinary programming initiatives that connect to NSW state government and Australian curriculum priorities.
3. Demonstrated administrative, planning, project management and budget management skills
4. Excellent problem-solving skills, with a demonstrable ability to think strategically and devise practical solutions to complex issues.
5. Proven ability to work independently as well as collaboratively with a small team.
6. Excellent communication skills, including written, editorial and verbal presentation skills.
7. Demonstrated competency with event management and presentation platforms, as well as Microsoft Office (Word, Excel, PowerPoint), and basic familiarity with audio-visual and digital technology for events, including Zoom and Eventbrite.

WORKPLACE HEALTH AND SAFETY

The role must ensure familiarity and comply with all Workplace Health and Safety requirements and Safety standards and processes as set out in all relevant policies, procedures, legislation and acts and participate in meetings, training and other health and safety activities, as required.

APPLY NOW

To apply, please submit the following documents in a single PDF:

- Response to the above selection criteria (three pages maximum)
- Current curriculum vitae
- Names and contact details for two professional referees

Applications should be submitted **by 5pm on Monday 22 August** to: jobs@artspace.org.au

Enquiries can be directed to the Executive from Wednesday 3 August – Friday 19 August on 02 9356 0555, or by contacting Yuanyu Li yuanyu@artspace.org.au to arrange a meeting time to discuss the role.

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 with disability, those identifying as LGBTQIA+ and people from culturally diverse communities.

