



Job Description

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| Title: | Curator (Modern and Contemporary Art) |
| Reporting to: | Curatorial Team Leader/Curator of Fine Art |
| Terms: | Full time, permanent contract, 37 hours per week |
| Pay Zone/Salary Band: | 2P £25,000 pa |
| Areas of responsibility: | Working within the Collections Directorate, curator is responsible for the research, development, documentation and cataloguing, display and exhibition of Birmingham's collection of 20 th and 21 st century art, and supports related collections management, access, learning and engagement. |

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| Background | This post is a key role within BMT's Curatorial and Exhibitions team and will lead on and support key aspects of the development and delivery of new collections displays, temporary exhibitions and capital projects, and work in partnership with artists and organisations locally, regionally, nationally and internationally. |
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Key Responsibilities:

1. As part of the curatorial team, develop storylines and content for current and future permanent gallery displays to agreed standards
2. Develop and deliver collection displays and temporary exhibitions
3. Support the delivery of capital projects, specifically contributing to the development of the Museum for Birmingham (Birmingham Museum & Art Gallery redevelopment)
4. Develop collections and related subject knowledge and expertise
5. Undertake collections research leading to publication and other forms of public dissemination
6. Enable access to the collection and interpret it for and with a wide range of diverse audiences using a variety of media
7. Document the collection using collections management database and paper-based systems to agreed standards
8. Support effective collections management, collections care and conservation of the collection on display, in store and on loan
9. Advise on, develop and deliver acquisitions programme
10. Support international, national and regional loans programmes
11. Support, develop and deliver touring exhibitions programmes
12. Supervise and manage trainees, students, volunteers and freelance/temporary project staff
13. Support, develop and deliver events, engagement and outreach activities
14. Support digital programmes and contribute to social media activities
15. Support the Development team in fundraising and generating income through grant applications, sponsorship and charging activities
16. Support the Commercial and Development teams in generating income through a range of activities and events
17. Provide enquiries and opinions service, and expert advice to individuals and organisations outside BMT
18. Manage delegated budgets
19. Observe all health and safety regulations and requirements relating to the duties of the post and in accordance with health and safety legislation, observing the child protection measures applicable by law
20. Undertake all duties in accordance with BMT's equal opportunities policy

All of the above is not an exhaustive list of duties and the postholder will be expected to perform different tasks as necessitated by their changing role within the organisation and the needs of the business

| | | | Person Specification | |
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| | | | Essential Criteria | Desirable Criteria |
| Qualification | Degree in a relevant modern or contemporary art-related subject | A postgraduate museums qualification or demonstrably equivalent level of professional skills and experience gained in a museum, gallery, creative or heritage context | | |
| Experience and Knowledge | <p>A minimum of two years' experience working with a museum, gallery, creative or heritage context</p> <p>Expertise in and enthusiasm for 20th and 21st century art</p> <p>Experience of working with artists</p> <p>Experience of developing and delivering temporary exhibitions</p> <p>Understands current issues in museums and galleries and the cultural and heritage sector more widely</p> <p>Understands democratising approaches to heritage and culture e.g. co-curation, decolonisation</p> <p>Knowledge and understanding of museum standards for collections care</p> | <p>Experience of co-curation</p> <p>Experience of project management</p> <p>Experience of financial management</p> <p>Experience of managing volunteers</p> | | |
| Skills | <p>Strong research skills and confidence to undertake research independently and as part of a team</p> <p>Ability to apply research skills to object-based and collections-related research</p> <p>Effective interpersonal skills with the ability to collaborate with a diverse range of individuals and organisations</p> <p>Effective verbal and written communication skills with the ability to communicate with a range of diverse audiences and participants</p> <p>Effective IT, digital and social media skills</p> <p>Effective organisational skills</p> | Ability to use Ke Emu or similar collections database software | | |

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| Aptitude | <p>Ability to engage a range of diverse audiences with museum collections, modern and contemporary art</p> <p>Ability to participate in interdisciplinary approaches to the collection</p> <p>Ability to recognise and surface under-represented histories</p> | |
| Circumstances | <p>Available to work flexibly, including occasional weekends, evenings and bank holidays</p> <p>Able to travel between and work at all BMT sites</p> | |
| Safeguarding Children, Young People and Vulnerable Adults | <p>Fully understands their role in the context of safeguarding children, young people and vulnerable adults</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children, young people and vulnerable adults</p> | |
| Equal Opportunities | An understanding of Equal Opportunities | |

Purpose of this Job Description:

Birmingham Museums Trust (BMT) considers this document as a “snapshot” of the job and the tasks listed are not an exhaustive list. It aims to provide a clear guide at the time of writing to all that is involved about the requirements of the job. It will also be used to communicate expectations about performance and will be used to monitor effective performance.