

JOB DESCRIPTION

Job Title: Curator

Responsible to: Head of Exhibitions

Introduction

At Turner Contemporary, we believe in the power of art to transform people, places, and lives. Since opening in 2011, we have become one of the most successful galleries in the UK and been a catalyst for the regeneration of Margate. Located in an award-winning building designed by David Chipperfield Architects, our programme of world-class events, free exhibitions of historical and contemporary art and innovative learning focus have earned the gallery an international reputation. We are committed to offering an outstanding experience for our visitors, both online and in gallery.

Our values are that Turner Contemporary is:

- **Enterprising** – we create value for ourselves, our community, and our partners by being responsive to new opportunities; we encourage collaboration, creativity and initiative from our team
- **Welcoming** – we are friendly and warm, while maintaining professionalism in practice and behaviour; we ensure that the principles of inclusivity and equality are evident in how we work with our colleagues, users and communities
- **Questioning** – our philosophy is one of investigation, being attuned to audience need, unlocking understanding and asking tough questions – especially of ourselves.
- **Belonging** - equity, equality, diversity, and inclusion are values that underpinned the development of Turner Contemporary and are essential to our ethos.

Turner Contemporary is a charity governed by a Board of Trustees, chaired by Clive Stevens. The organisation receives funding from Arts Council England and Kent County Council.

Purpose of Job/Key objectives

Turner Contemporary is seeking to recruit a dynamic Curator at a particularly exciting time. Last year the gallery marked its tenth anniversary, and with Clarrie Wallis appointed as Director in January 2022, Turner Contemporary is looking to further develop the gallery's programme and reputation.

The Curator will support the Director and Head of Exhibitions by contributing to the development and delivery of a high quality and varied programme of activity at Turner Contemporary. Working as part of the programming team and reporting to the Head of Exhibitions you will curate exhibitions and artist's projects, both in the gallery and offsite, including online.

A creative and focused individual, you will work with a wide range of partners to deliver an ambitious and sustainable programme that is a model of excellence regionally, nationally, and internationally and which supports Turner Contemporary's mission and values.

Principal Duties/Tasks and responsibilities

Programme Management and Delivery

- To assist the Director and Head of Exhibitions in planning the future exhibition programme
- To initiate and organise a range of exhibitions, from artist commissions to major exhibitions
- To assess exhibition proposals received by Turner Contemporary
- To supervise the exhibition project teams in the planning, contracting, preparation, installation and dismantling of exhibitions that you will curate
- To negotiate tours of exhibitions in collaboration with the Director and Head of Exhibitions
- To liaise with publishing colleagues on the content and design of exhibition catalogues
- To liaise with the Learning and Communication teams regarding the provision of an imaginative and stimulating programme of education projects, online videos and texts, lectures, talks, etc. both in terms of general policy and for own exhibitions
- To support the exhibitions programme through talks, tours, and other events for a variety of audiences
- To contribute ideas for the wider programme delivery of public programme and other events including film screenings, performances and talks
- To ensure appropriate exhibition organising representation at other meetings across Turner Contemporary and with external stakeholders
- To assist in providing and monitoring content for Turner Contemporary's digital, publishing and broadcast platforms
- To establish and maintain creative and supportive relationships with artists, funders, and other institutions, etc. in order to enhance our opportunities for providing an exciting programme of exhibitions
- To work with the Development team and Head of Exhibitions to secure sponsorship, grant aid and partnership funding

Staff Management:

- To line manage the Exhibitions Manager and additional fixed term contract roles including Assistant Curators.

- In consultation with the Director and Head of Exhibitions, to develop training and staff development activities to encourage members of the Turner Contemporary team to meet the gallery's and their own personal goals.

Finance:

- To assist in preparing estimates for the exhibition programme in collaboration with the Director, Head of Exhibitions and Exhibitions Manager
- In collaboration with the Head of Exhibitions and Exhibitions Manager, to monitor and maintain proper control of exhibition programme expenditure, containing this within approved limits, initiating adjustments, and notifying the Director and Head of Exhibitions potential areas of overspend

Press, Publicity and Development:

- To liaise closely with the Communications team to develop exhibition and project press releases and related materials
- To check all copy and design for exhibition print material (leaflets, posters, etc.), advertising and press releases for final approval by the Director
- To liaise with the Development Department in developing sponsorship fundraising strategies for exhibitions and general support, taking on aspects of fundraising as appropriate as well as playing a key role in engaging with Turner Contemporary's Patron groups.

Other:

- To attend Turner Contemporary Planning meetings or any other appropriate meetings as agreed with the Director
- To represent Turner Contemporary at external meetings and functions and to take part in the cultural life of Margate and East Kent
- To keep abreast of exhibitions, particularly of 20th century and contemporary art, within the UK and abroad
- To act as an advocate for Turner Contemporary's values and mission as well as the gallery's role in Margate
- To ensure that the principles of inclusivity and equality are evident in your behaviour and work with colleagues, contractors and visitors.

Person Specification

Skills and experience required:

- A proven track record of planning, delivering and evaluating original exhibitions
- A thorough knowledge of the contemporary visual arts world both nationally and internationally
- Solid experience of curating exhibitions from conception to realisation

- Ability to undertake feasibility research on exhibition ideas
- Excellent interpersonal skills and the ability to negotiate and liaise with internal and external stakeholders
- Experience of building and maintaining relationships with artists, funders, sponsors and partners
- Knowledge and experience of developing materials for press and catalogues for exhibitions
- A thorough understanding of the relationship between the arts and education
- Extensive experience of budget planning and management in a fast-moving environment
- The ability and willingness to travel and to attend out of hours functions, as required, to meet Turner Contemporary's objectives
- A commitment to increasing the diversity of the audiences engaged by Turner Contemporary exhibitions.

NB this job description is provided to assist the post holder to know their principal duties. It may be amended however from time to time in consultation with you, by or on behalf of the Director of Turner Contemporary without change to the level of responsibility appropriate to the grading of the post.

Person Specification

Specification	Essential	Desirable
Qualifications: <ul style="list-style-type: none"> • Educated to degree level or equivalent • Degree or detailed knowledge of the history of art 		✓ ✓
Skills: <ul style="list-style-type: none"> • Excellent organisational and communication skills • Excellent administrative skills with a high level of accuracy and attention to detail • Foreign language 	✓ ✓	✓
Work Experience: <ul style="list-style-type: none"> • Experience of working within a gallery, museum or other cultural organisation • Experience of co-ordinating artist projects and/or live events and an understanding of the issues surrounding the presentation of artworks for diverse audiences • Experience of partnership working • Experience of working in collaboration with diverse audiences, including non-specialists, on creative projects • Confident user of computers and audio visual equipment 	✓ ✓ ✓ ✓	✓ ✓

Behaviours/characteristics:		
<ul style="list-style-type: none"> • Ability to work on own initiative and as part of a team • Proven interest in the visual arts and understanding of the aims and objectives of Turner Contemporary in the wider regeneration of East Kent • Ability to communicate with and enthuse diverse audiences • Flexible and reliable • Practical and resourceful • Tactful and diplomatic • Able to work under pressure on multiple projects, schedule work to meet deadlines and maintain attention to detail 	 √ √ √ √ √ √ √	

Key conditions of service

Hours: Full time, including some evening and weekend working

Contract: Permanent

Salary: £30,000 - £35,000 depending on experience

Leave: 25 days

Probationary period: 6 months

The role is based in Margate but there are opportunities for blended and flexible working.