



Position description



Position	Curator Contemporary Art	Directorate	Arts Recreation and Culture
Group	Auckland Art Gallery	Location	Auckland Art Gallery
Reporting to	Manager Art and Access Programmes	Date	November 2005

PRIMARY PURPOSE

The Curator Contemporary Art works with the Manager, Art and Access Programmes and members of the team, to plan, develop and implement the Gallery's temporary exhibition and collection display programmes to meet audience targets.

They initiate, develop and manage the development of the Gallery's contemporary New Zealand and international art collection, including the Chartwell Collection, through research, display and interpretation, for the benefit of the Gallery's customers. To curator also liaises with the Chartwell Collection Trustees to ensure a benefit in complimentary collecting, exhibits and to develop Trust patronage.

They will extend access to the collection of contemporary art through lectures, publications, symposia and other related means.

POSITION OVERVIEW

Internal Working Relationships

The Curator Contemporary Art reports to the Manager, Art and Access Programmes. They are a member of the Art and Access team consisting of curators, educators and librarians. In addition they must work closely with the Director, staff of the Collection and Exhibition Services Division, and the Marketing and Communications Division, to achieve the goals of the division.

External Working Relationships

External working and liaison relationships are critical to the success of the division's programmes. The Curator Contemporary Art is required to liaise with artists, art dealers, Trust bodies, heirs, Gallery patrons and benefactors, colleagues in other institutions, authors, critics, art historians and academics, Haerewa (the Maori advisory committee), Iwi representatives, officers at all levels and representatives of Government Departments/ Agencies, the private sector, media and others likely to be of benefit to the Gallery.

PRINCIPAL ACCOUNTABILITIES

- With the Manager, Art and Access Programmes, to develop, recommend, implement and evaluate policies relating to the exhibition and collecting of works of art within the designated area of collection responsibility.
- To ensure the maintenance of the highest professional standards of art museum practice through the efficient management of the contemporary collection, including its research, documentation, presentation, display, loans programme, publication and interpretation.
- To provide the intellectual and creative direction required to develop, plan for and prepare exhibitions, including the selection of works, negotiation of loans and preparation of texts and interpretive material.
- To project manage exhibitions and their budgets.
- To participate in the overall planning and development of the Gallery exhibition programme as outlined in the Gallery's strategic and business plans.
- To develop and manage a lively programme of collection and non-collection based temporary exhibitions as outlined in the Gallery's Exhibitions Policy.
- To develop and manage the designated area of collection responsibility through the application of aesthetic, art historical and market judgements and as outlined in the gallery's Collection Policy, and to work with the gallery's patrons and others in order to secure gifts to the collection.
- To participate, when required, as a member of multi-disciplinary curatorial project teams for specific exhibitions and projects, but in particular the Auckland Triennial, Walters Prize, Chartwell Collection exhibitions and an annual scholarly journal.

MAJOR TASKS

- To plan, develop and implement exhibitions of contemporary art which reflects the Gallery's strategic direction and exhibition policy.
- To curate the Auckland Triennial, or to be in-house curator to assist guest curators to the project.
- To assist with the management of touring exhibitions.
- To report regularly to the Chartwell Trust on all developments as they apply to the Chartwell Collection and projects.
- To prepare proposals for acquisitions and monitor the art market to ensure that the Gallery efficiently and effectively applies its acquisition funds.
- To liaise with patrons, donors, trustees, artists and art dealers to assist the Gallery in acquiring works of art for its collection.
- To assist colleagues in Education and Public Programmes in the development and delivery of a lively and extensive art education programme for all ages.
- To serve as Editor for the annual scholarly journal to be published by the gallery in association with the Research Librarian.
- To assist in the preparation of sponsorship proposals and presentations, and prepare other funding applications for exhibition projects.
- To fulfil the role of a Gallery host and exhibition interpreter for sponsors and other corporate and distinguished guests of the Gallery, as required.
- To conduct lectures, organise seminars, and contribute to publications as appropriate.
- To respond to enquiries from colleagues, researchers and the general public.
- To serve as a professional representative of the Gallery on academic boards, judging panels and committees.
- To provide a curatorial perspective, when required, within the context of Gallery planning bodies and committees.
- To maintain a current awareness of new developments in art museum curatorial and collection management practices to ensure the continued enhancement of the Gallery's exhibition profile and reputation.
- To manage own workload to meet objectives and achieve results within deadlines.
- To have the ability to balance the routine demands of daily tasks with the maintenance of ongoing projects requiring creative thinking and applied scholarship.
- To maintain good working relationships among the curatorial department and with other colleagues.
- To be aware of, and participate in, Auckland City's Equal Employment

Opportunities Policies and Programmes.

- To promote safe work practices and ensure a safe work environment as set out in Auckland City's Health and Safety policies.
- To demonstrate a commitment to and understanding of the principles of biculturalism as they relate to the Gallery and its programmes.

COMPETENCIES AND PERSONAL ATTRIBUTES

The position requires:

- Post graduate tertiary qualifications in Art History or relevant subject area or equivalent publication and research experience.
- Demonstrated understanding of the professional curatorial practices of a major art museum.
- Demonstrated research, written and oral communication skills including the preparation of reports, publications, lectures and briefings.
- Demonstrated skill in working on team based projects with art museum staff at all levels, and working effectively with a diverse range of people both within and outside the institution.
- Demonstrated proficiency in word processing and general computer skills and competence with the gallery's collection management system (Vernon).

OTHER NOTES

The occupant is required to work non-standard hours on a regular basis.

DIMENSIONS

The Curator, Contemporary Art, reports to the Manager, Art and Access Programmes. Personal objectives are agreed with the Manager, Art and Access Programmes and achievements reported on regularly.

The position is not directly responsible for supervising staff but is regularly involved in the coordination and supervision of staff engaged in curatorial projects.

There is a financial responsibility to adhere to exhibition budgets.

Key Result Areas	Accountabilities	Measurement Methods
Collection research and development	To be knowledgeable about works in the contemporary collection and annually identify and plan acquisition priorities. To publish written material on collection items in the form of labels, website information and printed articles.	Annual acquisition plan prepared every June. Ensure appropriate research material is compiled for proposals and art work files. Meet proposal deadlines and presentations to Patrons and other benefactors
Collection care and documentation	To be knowledgeable about all items in the contemporary collection and identify conservation and storage requirements; add to documentation as required	Work with conservation and registration to identify annual programme of care for collection items.
Exhibition research, development, implementation and publishing	To prepare exhibition proposals to meet the requirements of the exhibitions programme. To produce exhibitions and publications on time and on budget, suitable to the gallery's broad audiences.	Collection and temporary exhibitions on a variety of themes and media produced on time and on budget.
Education and Interpretation	To contribute the education and public programmes with innovative ideas for audiences of all ages and support programmes with lectures as required.	Attend exhibition taskforce meetings and contribute to education and public programme ideas. Present lectures.
Patronage and fundraising	To develop the collection through gifts and long loans and enhance exhibition programmes through support from patrons and cultural agencies	To assist with meeting the gallery's KPI's (Key Performance Indicators) for gifts and revenue.
External representation and communication	To represent the gallery publicly in the media as appropriate and on committees, academic boards etc	To have a positive public profile in the arts and wider community.

AUCKLAND ART GALLERY

Opening in 1888, Auckland Art Gallery is New Zealand's oldest established and largest public art gallery, holding the country's most extensive collection of visual arts ranging from the 12th Century to the present.

Among its more than 13,500 [collection](#) are some outstanding works of international art – including those by Reni, Breughel, Fuseli, Tissot, Epstein and Kapoor. Represented in its comprehensive New Zealand collection are C.F. Goldie, Frances Hodgkins, Rita Angus, Colin McCahon, Rau Hotere and Gordon Walters and, contemporary figures such as Bill Hammond, Jacqueline Fraser, et al, Peter Peryer and Michael Parekowhai. Recognising New Zealand's bi-cultural commitment the gallery is developing the collection of works by Maori artists and of interest to Maori, and acknowledging Auckland's growing cultural diversity through the addition of works by Pacific artists and artists from Asian cultures.

The Gallery presents approximately 30 exhibitions each year, the majority from the collection, and at least 8 major temporary exhibitions ranging from the historical to the contemporary. In addition, the gallery presents the [Auckland Triennial](#) and the bi-annual [Walters Prize](#).

We are undertaking an ambitious redevelopment project adapting and extending our existing space and site. We will be closing the beautiful heritage building in late 2006 and reopening 2009/2010 with a building which will bring all our activities onto one site and give a more flexible space in which to present major exhibitions and contemporary media plus create a building where families and children will feel welcome and inspired, and a range of school programmes can be delivered.

The redevelopment is a time of change which allows the gallery and its curatorial team the time and opportunity to rethink its exhibitions, collection, education and publishing programmes. The new Curator Contemporary Art, appointed early in 2006 will contribute to this process.

Auckland is the fastest growing city in New Zealand, with a population of 1 million in greater Auckland. It is a dynamic and changing city with a Polynesian beat, great beaches, islands and bush walks all within easy reach. In 2005 it was rated 8th out of the world's [Top 50 cities](#) in which to live for 'quality of life'. It is located at the northern end of New Zealand on the beautiful Waitemata Harbour and Hauraki Gulf. It has a rich Maori and colonial heritage, sociable relaxed lifestyle and an exciting creative future.