

**Job Description**

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| **Job Title:** Curator of Fine Art (job share)– York Art Gallery**Reporting to:** Senior Curator, Art **Pay scale:** SO1, SCP 29 – 31 (£27,374 - £29,182 pa pro rata; actual salary:  £10,949 - £11,672 pa) **Contract:** 14.8 hours (2 days) per week, temporary contract (approx. 12 months) |
| **Main purpose of the Job*** To support the Senior Curator to build York Art Gallery’s position as a leading gallery in the North of England delivering high profile programming and exciting temporary exhibitions.
* To support the Senior Curator in developing YAG’s fine art collections.
* To continue the family friendly and visitor-focused engagement that York Art Gallery has won awards for.
* To represent the Art Gallery internally and externally building York Art Gallery’s reputation with collectors, stakeholders and donors.
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| **Job location**The post will be based at York Art Gallery, but the post holder may be required to work at other locations according to organisational requirements.  |
| **Core Responsibilities**To support the Senior Curator in Collections Management, Collections Care, development and research of the fine art collections. To support the Senior Curator in meeting security and environmental requirements for GIS. Delivery of curatorial projects, exhibitions and collection displays at York Art Gallery for YMT.**Collection Management**Implement a programme of ongoing and retrospective documentation, conservation, storage and acquisitions for the Trust’s Fine Arts Collection.**Exhibitions and Collection Displays**Interpret the Fine Arts collection through visitor- focussed exciting and innovative exhibitions and displays, publications, ICT, talks, seminars, events and public enquiries.**Advocacy**To be an advocate for historic and contemporary art and artists by taking a lead locally, regionally, nationally and internationally**Research**Implement a plan of ongoing research on the Fine Arts collections that has a measurable public output to defined target audiences.**Acquisitions**Acquire new works for the collection in line with the agreed Acquisition Policy, helping to secure funding from both public and private sources. **Management**Supervise project staff, technicians and volunteers, reporting to the Senior Curator of Art. Work closely with the Assistant Curator Arts Learning with regards to the development and delivery of the public programme.**Partnerships**Develop effective partnerships with agreed organisations including York and Yorkshire based museums, galleries, National and regional museums and galleries and specialist groups. **Funding**Contribute to funding applications to Trusts and Foundations, businesses and private individuals in order to increase resources available for public programmes, acquisitions and collection management.**Digital**Enable access to the collection through digital, physical and intellectual improvements**Other**To promote and develop equality and diversity in line with YMT Equality Statement.To ensure constant communication with your job share partner to maintain a consistent approach. You may from time to time be required to undertake such other duties of a similar nature which fall within the job purpose outlined above and which are consistent with the grading of the post. |
| **Key relationships*** Senior Curator, Art
* Curator of Ceramics
* Registrar
* Friends of York Art Gallery
* Assistant Curator of Arts Learning
* York Art Gallery/Yorkshire Museum Manager
* Art Gallery Welcome Team

**Direct reports*** Freelance and technical staff and volunteers as appropriate

**Contacts with*** Chief Executive
* Chief Operating Officer
* Digital Team
* Learning Manager
* Volunteers Manager
* Gardens Manager
* Curatorial teams
* HR Manager
* All staff
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| **Person Specification, Experience and Competencies****Essential*** Degree in appropriate subject
* Postgraduate Qualification in Museum/Art Gallery Studies and/or AMA, or equivalent experience
* Substantial experience of working with Fine Art collections
* Knowledge of documentation systems and conservation issues for Fine Art collections
* Experience of working with volunteers
* Excellent communicator able to speak easily in public
* Social networking and digital skills
* Knowledgeable about Fine Art and able to communicate information and enthusiasm to a non-specialist audience
* Commitment to equality and diversity and an understanding of how this commitment applies to this role
* Committed to Continuous Professional Development for self and colleagues
* ICT experience for documentation and general office use

**Desirable*** YMT has a strategic commitment to increasing its digital skill base. The post holder should be able to demonstrate competence in one or more of the following areas:
	+ Digital recording – e.g. photography, sound, video
	+ Social networking – e.g. twitter, facebook, flickr
	+ Contributing to online communities – e.g. reddit, linkedin
	+ Blogging or other online publishing – e.g. wordpress, tumblr
* Outgoing, personable and a team player
* Experience of working with art collections
* Project Management experience
* Published research
* Knowledge of contemporary art
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**Terms and conditions of service**

**Job Title: Curator of Fine Art – York Art Gallery (Job Share)**

**Reporting line:**

This post reports to the Senior Curator, Art

**Contract:**

This is a temporary contract which is expected to last for approximately 12 months.

**Salary:**

The salary for the post is on a sliding scale YMT SO1, SCP 29 – 31 (£27,374 - £29,182 per annum pro rata; actual salary: £10,949 - £11,672 per annum).

**Annual leave:**

The annual leave entitlement is 25 days per annum, increasing by five days after five years’ continuous service with the Trust, plus public holidays, pro rata.

**Pension:**

The Trust belongs to the Local Government Pension Scheme and all new employees are enrolled. It is possible to opt out of the pension using the form available at www.nypf.org.uk.

**Hours of work:**

The standard hours of work are 14.8 per week (2 days). However, the postholder will be required to work additional hours as necessary and in consultation with their job share partner and the Senior Curator Art to ensure continuity in exhibition changeovers and for out of hours events etc. Time off in lieu will be granted in these circumstances.

**Period of notice:**

The period of written notice required for you to terminate this post is 1 month. The Trust will give you 1 month’s notice.