**Job description**

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| **Job title:** | Curator of Fine Art |
| **Department:** | Curatorial | **Contract:** | Permanent |
| **Reporting To:** | Senior Curator (York Art Gallery) | **Hours per week:** | 22.2 (worked over 3 days) |

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| **1. Job purpose**To support the Senior Curator in the care, development, interpretation, management and research of the collections on display and in storage. To deliver curatorial projects, exhibitions and displays. |

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| **2. Dimensions****Budgets**Temporary exhibition budgets up to c.£100,000**Line Management**Supervise project staff and techniciansSupervise volunteers, interns and student placements, including Friends of York Art Gallery Research Scholar**Role Impact**Responsible for developing and delivering the Fine Art temporary exhibition programme |

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| **3. Principal accountabilities****Collections management**To implement a programme of ongoing and retrospective acquisitions, conservation, documentation and storage for the Trust’s Fine Art collection To deal with loans in and out from the permanent collection, in liaison with the Registrar**Exhibitions programme**Work with colleagues and contemporary artists to shape and, as required, deliver a dynamic public programme, including innovative temporary exhibitions and displaysResearch and prepare exhibition texts and other interpretation to ensure that displays and exhibitions address a variety of learning stylesInterpret the Fine Art collection through visitor-focused 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 Art collection 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**Partnerships**Develop effective partnerships with agreed organisations including York and Yorkshire-based museums and galleries, national and regional museums and galleries and specialist groups **Fundraising**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**Equality and diversity**To promote and develop equality and diversity in line with YMT Equality Statement**Other duties**Other duties may be required from time to time which are consistent with the grading of this post |

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| **4. Key performance measures****Curatorial measures**Art Team plan developed in line with the YMT organisational strategy and delivered effectively and efficiently**Organisational Key Performance Indicators**AccessioningDocumentationExhibitions |

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| **5. Knowledge, skills, experience and behaviours****Knowledge*** Degree in History of Art or other relevant subject
* Postgraduate qualification in Museum / Art Gallery Studies and / or AMA, or equivalent experience
* Substantial and demonstrable knowledge of working with Fine Art collections
* Knowledge of documentation systems and conservation issues for Fine Art collections

**Skills*** Strong writing skills with an ability to write for a variety of audiences and learning styles
* Excellent presentation skills, with an ability to communicate information to non-specialist audiences
* Research skills
* Budget management skills
* 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

**Experience*** Significant experience of exhibition development and delivery, as well as working with living artists
* Project management experience
* Experience of working with volunteers
* ICT experience for documentation and general office use

**Behaviours*** Commitment to equality and diversity and an understanding of how this commitment applies to this role
* Actively engaging in Continuous Professional Development for self and others
* Flexible attitude towards performing tasks
* Proven team player
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| **6. Key relationships*** Senior Curator
* Curator of Ceramics
* Curatorial Assistant
* Registrar
* Creative Learning Producer
* York Art Gallery / Yorkshire Museum Manager
* Art Gallery Visitor Experience Team
* Friends of York Art Gallery
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| **7. Organisation chart** |

**Terms and conditions of service**

Job Title

Curator of Fine Art

Reporting line

This post reports to Senior Curator, Art Gallery

Salary

The salary for the post is YMT Scale SO1, SCP 29 to 31 (£28,203 - £30,067 per annum) (Actual salary £16,921 - £18,040 per annum)

Probationary period

Appointments are subject to the successful completion of a six-month probationary period.

Health

Prospective employees must be cleared by the Occupational Health Service as medically fit for employment by the Trust.

Annual leave

The annual leave entitlement is 25 days per annum pro rata for part time employees, increasing by five days (pro rata) after five years continuous service with the Trust, plus public holidays.

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 forms available at [www.nypf.org.uk](http://www.nypf.org.uk).

Hours of work

The hours of work are 22.2 hours per week, worked over three days.

Period of notice

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