



## POSITION DESCRIPTION: SENIOR CURATOR

Position Title:	Senior Curator
Hours:	Full-time, Monday – Friday, 37.5 hrs/week (Includes work required to be undertaken outside ordinary business hours in exchange for Time Off In Lieu)
Term of Employment:	Fixed term contract 12 months, with a mutual option to renew
Salary:	\$70,000 - \$80,000 per annum plus superannuation (9.5%)
Contract:	1 year renewable contract subject to performance, including a 6 month probation period
Location:	Perth Institute of Contemporary Arts, Perth Cultural Centre, 51 James Street, Northbridge, Western Australia

## POSITION SUMMARY

The Senior Curator is responsible for the development and management of PICA's Visual Arts programs. This is a key artistic and management position within the organisation and the successful applicant will work closely with the PICA Director to further the depth, breadth and impact of PICA's Visual Arts programming. It is a senior management role offering significant responsibility and a diverse, in depth engagement with the Australian and international contemporary arts sector.

## ABOUT PICA

The Perth Institute of Contemporary Arts (PICA) is one of Australia's leading centres for the development and presentation of contemporary art. Its mission is to create career-defining moments for artists, life changing experiences for audiences and critical turning points in the advancement of art forms

Housed in a large and striking heritage building in the heart of Perth, Western Australia, PICA is the region's focal point for those wishing to experience the best of Australian and international visual, performing and cross-disciplinary art. PICA is both a producing and presenting institution that runs a year round program of curated exhibitions, seasons in contemporary dance, theatre and music, live art events and a range of interdisciplinary projects. It boasts one of the largest and most breath-taking exhibition spaces in Australia and has become known for the leading role it plays in the presentation of significant new work.

PICA's key aim is to promote, support and present contemporary arts and to stimulate critical discussion around the arts and broad cultural issues. Fundamental to its charter is the provision of a site for experimentation, critical analysis, discussion and debate. PICA is known for the rigour and breadth of its artistic and learning programs, high production standards and impeccable presentation. In many aspects of its operations, PICA might be understood as an incubator: providing resources, mentoring and support for both emerging and mature artists whilst promoting new and emerging ideas, forms and practices to the broader community.

## REPORTING STRUCTURE

Reports to:	Director
Direct Reports:	Exhibitions Coordinator, guest curators & other project managers/contractors & interns
Liases with:	Business Manager, Producer, Communications Manager, Education Programs Curator, Development Manager, Production Manager, Marketing & Events Coordinator, Finance Officer/Bookkeeper, Front of House Manager & Designer

## KEY RESPONSIBILITIES

### Artistic Program Development & Delivery

- Work with the Director to develop annual programs that support the organisation's mission of creating career-defining moments for artists, life changing experiences for audiences and critical turning points in the advancement of art forms;
- Provide high-level leadership, strategy development, planning and management for new initiatives including a national visual arts commissioning program, a national emerging artists week associated with PICA's *Hatched: National Graduate Show* and an annual cross-disciplinary laboratory;
- Identify, develop and manage the delivery of projects and programs that:
  - employ innovative curatorial and exchange strategies to promote Australian (and in particular Western Australian) artists nationally and internationally;
  - support PICA's ongoing commitment to the presentation, promotion and advocacy of contemporary Indigenous art and culture;
  - reflect current artistic, cultural and social concerns, locally, nationally and internationally, and provide dynamic new contexts and frameworks for contemporary practice; and
  - provide meaningful support to artists.
- Work closely with PICA's Education Programs Curator to support the delivery of PICA's Spark\_lab schools learning program;
- Work closely with PICA's Marketing & Events Coordinator to support the delivery of PICA's public programs; and
- Oversee the maintenance and presentation of exhibition and studio spaces with the support of the Exhibitions Coordinator and Production Manager.

### Management and Organisational Responsibility

- Provide high level management of PICA's Exhibitions Coordinator, Guest Curators and other project or program managers as required;
- Assume responsibility for the management of PICA's annual Visual Arts budget and work with the Director, Business Manager and Exhibitions Coordinator to develop forward annual and project budgets;
- Assume responsibility for rigorous forward planning across all Visual Arts programs to ensure appropriate resourcing, realistic lead-times and high quality outcomes;
- Identify and analyse project and program funding opportunities;
- Write and submit timely grant applications and acquittals and contribute clear and timely program content to sponsorship proposals; and
- Assist the Director with strategic and business planning.

## Partnerships & Stakeholder Relations

- Initiate and maintain strong relationships with relevant museums, galleries, cultural institutions, community groups, universities and stakeholders to enhance organisational profile and outreach and in to support the delivery of joint projects;
- Establish effective working relationships with staff and other key stakeholders and demonstrate creative leadership; and
- Works as part of a team to cultivate and steward relationships with donors, sponsors and funding bodies as required.

## Communications

- Provide clear and timely content for PICA's communications collateral;
- Undertake media interviews as required; and
- Work closely with PICA's Director, Communications Manager, Development Manager and Marketing and Events Coordinator to identify opportunities to maximise media, audience and stakeholder engagement.

## KEY SELECTION CRITERIA

- Relevant tertiary qualification or equivalent professional experience;
- Demonstrable knowledge of current contemporary arts practices and the broader cultural sector both nationally and internationally;
- At least five years curatorial experience with an arts institution, preferably in a leadership or management role;
- Demonstrable ability to manage multiple projects simultaneously and effectively lead a team of arts professionals;
- Highly developed editorial and writing skills and a record of critical publication in the field of contemporary visual art;
- Established professional relationships with artists, curators, galleries and arts institutions;
- Outstanding written and oral communication and public speaking skills, including the ability to communicate effectively with a broad range of artists, audiences and other stakeholders;
- Excellent collaborative, interpersonal and management skills;
- A proven ability to secure grant funding and other support for artistic projects;
- An understanding of the role of private sector support and the ability to support fundraising campaigns;
- Excellent planning, organisational and budget management skills; and
- The ability to think strategically and devise practical solutions to complex issues.