SENIOR CURATOR

DEPARTMENT/UNIT  Monash University Museum of Art

FACULTY/DIVISION  Vice-Chancellor and President

CLASSIFICATION  HEW Level 8

DESIGNATED CAMPUS OR LOCATION  Caulfield campus

ORGANISATIONAL CONTEXT

Monash is a university of transformation, progress and optimism. Our people are our most valued asset, with our academics among the best in the world and our professional staff revolutionising the way we operate as an organisation. For more information about our University and our exciting future, please visit www.monash.edu.

The Portfolio of the Vice-Chancellor and President is responsible for: high level of coordination for, and management and advice to, the Vice-Chancellor, leadership in the management and delivery of key strategic and cross portfolio initiatives, University level governance, University-wide marketing, communications and student recruitment activities, strategic communications, external relations and coordination of special events arranged on behalf of the Chancellor and the Vice-Chancellor, leadership in and development of relationships with a range of local and international stakeholders and partners, including alumni, benefactors, government, industry and strategic alliance affiliates.

Monash University Museum of Art (MUMA) is committed to innovative, experimental and research-based contemporary art and curatorial practice. With a focus upon contemporary art since the 1960s, MUMA seeks to establish the museum as a dynamic site for cultural production, pedagogy and participation - through exhibitions, collection development, curatorial research, publishing, and academic and community engagement. MUMA is adventurous and forward-looking in its support of new art and ideas as it seeks to become an international centre of excellence in the research and collection, promotion and presentation of contemporary visual art. As a key public art museum within Australia's largest tertiary institution, MUMA links the University, the art world and the wider community. Operating from award-winning facilities in the cultural precinct of Monash's Caulfield campus, and co-located with the Faculty of Art Design & Architecture, MUMA makes a valued contribution to the cultural and intellectual life of the University and the community.
POSITION PURPOSE

The Senior Curator provides high level advice to the Director on the strategic development, management and governance of the Monash University Museum of Art. Working with the Director and curatorial team, the Senior Curator develops MUMA’s curatorial vision and its delivery through innovative and engaging exhibitions, commissions, public programs, education initiatives and publishing, both on and off campus. The Senior Curator is also involved in the development of the Monash University Collection, contributing research and supporting programs that enable its utilisation in teaching and learning. MUMA’s success is built on its relationships and collaborations, and the Senior Curator plays a critical role in connecting the museum with like-minded peers, nationally and internationally, as well as within the University, and specifically with the Faculty of Art Design & Architecture.

Reporting Line: The position reports to the Director working under broad direction with a degree of autonomy

Supervisory Responsibilities: The position provides direct supervision to the Curator Exhibitions and Curator Research and is responsible for the coordination of a number of casual staff, as well as trainees and interns

Financial Delegation: Not applicable

Budgetary Responsibilities: The position is responsible for managing project budgets of varying amounts as confirmed by the Director

KEY RESPONSIBILITIES

1. Lead the implementation of MUMA’s artistic programs, including:
   - Research, concept development, design and production of exhibitions and related MUMA projects
   - Engaging and commissioning guest curators, artists and writers as well as liaising with lenders
   - Planning and delivering education and public programs including symposia, public lectures, talks and workshops
   - Seeking additional financial support for MUMA’s programs through funding applications and other forms of fundraising
   - Preparing and monitor budgets
   - Coordinating audience development strategies, marketing and publicity for exhibitions
   - Supporting the development, exhibition, publication and scholarship of the Monash University Collection, as well as, on occasion, commissioning public art works

2. Provide high level authoritative advice to the Director related to developing the Museum’s vision, strategic planning and operations including programming, collection development, staffing, and the University and wider sector context

3. Develop and maintain key partnerships with local and international curatorial institutions, professional associations, committees, and art industry colleagues including First Nations creative practitioners and communities

4. Ensure MUMA is a dynamic member of the University community, strongly allied to cognate academic activities, and generally contributing to a culture of research, learning, cultural engagement, discussion and debate

5. Develop and regularly review policies to effectively ensure the integrity and security of MUMA’s procedures and that best practice standards are adhered to throughout MUMA’s operations

6. Ensure that MUMA meets its legal, compliance and reporting responsibilities, including in areas of OH&S, Contracts, Agreements, Copy/ Moral/ Indigenous Cultural and Intellectual Property Rights and Insurance, along with its Inclusivity and Sustainability goals
7. Contribute to the supervision and development of staff, including managing the performance and professional development of curatorial staff, interns and volunteers; deputise for the Director as required

8. Other duties as directed from time to time

**KEY SELECTION CRITERIA**

**Education/Qualifications**

1. The appointee will have:
   - Postgraduate qualifications or progress towards postgraduate qualifications in art history, curatorial or museum studies or another relevant discipline and extensive relevant experience working in a gallery or museum environment in a curatorial capacity and/or exhibition and public programs.

**Knowledge and Skills**

2. In depth knowledge of Australian art history and practice, including First Nations art and culture, artists and institutions, curatorial theory and practice, and broad knowledge of international contemporary art

3. Well-established extensive professional networks of relationships and alliances with leading artists, curators, galleries and art institutions

4. Excellent relationship management and consulting skills, including the ability to devise practical solutions to complex issues

5. Outstanding written and oral communication skills, including experience in developing professional communication material and delivering effective presentations specifically relating to art for a range of contexts and audiences

6. Demonstrated extensive experience in leading and motivating a high-performing diverse team to achieve agreed goals

7. Excellent planning and organisational skills at the strategic and operational level with a proven record of successfully managing all aspects of medium-to-large projects through to completion, in accordance with agreed standards, timeframes and budgets

8. Effective computer skills and understanding of current office IT software and processes, with ability to master specialist image, information and collection management systems, including the art museum database

**OTHER JOB RELATED INFORMATION**

- Travel to other campuses of the University is required
- There will be a requirement to work additional hours from time to time
- There may be peak periods of work during which taking of leave may be restricted
- Out of hours and weekend work to attend exhibitions, openings and events will be required
- A current satisfactory Working with Children Check is required

**GOVERNANCE**

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.