

HASTINGS CONTEMPORARY

Hastings Contemporary (HC) champions excellence in modern and contemporary art through an ambitious programme of exhibitions in the gallery, presenting a broad range of work by historically important and internationally renowned artists and emerging practitioners as well as exploring the rich cultural history of artists from the region and further afield in the UK and internationally.

We are also a leading force in the local cultural and education sectors and ecologies and build inclusive audiences who access our programmes in many different ways. HC's Learning and Participation Programme targets learners from 0 to ninety-nine years old. We believe that everybody is an artist and we are committed to using our resources to address the severe deprivation and crisis in mental health which prevents many people from across the town from embracing their artistic purpose. Our continuing goal is to ensure that every learner who interacts with the gallery feels that the gallery belongs to them. We strive to be a space that is open and inclusive, and which works hard to develop learners as confident, imaginative individuals.

HC is a registered charity and National Portfolio Organization (NPO) of Arts Council England. We work with Arts Council England, Hastings Borough Council and other local organisations to promote Hastings and its attractions and are committed to the vision for regeneration in the town.

Exhibitions Curator

Reporting to: Director

Responsible for: Freelance designer and vinyl installer

Pay £28,000-£31,000

This is a full time, permanent role Monday to Friday with the core hours 9am-5pm but with the flexibility to work weekends, evenings and bank holidays when required.

Purpose of the role:

This is an exciting opportunity to join Hastings Contemporary as the Exhibition Curator and to play a major part in shaping the artistic vision, ensuring the distinctive profile reputation and success of the organisation continues to grow regionally, nationally and internationally. This role will support the Director who acts as the chief curator, in researching and developing all elements of the curatorial programme and installation of twelve temporary exhibitions per year.

You will be working closely with artists, galleries, lenders, and major museums to secure loans as the curator and registrar and deliver exhibitions across two floors of the gallery. You will have knowledge of contemporary art with a particular focus on painting by modern and contemporary British artists.

Curatorial

- Maintain a strong track record of working with artists to develop and deliver ambitious exhibitions which break boundaries of artistic practice and audience experience.
- Research future and potential exhibitions and artists and manage numerous exhibitions, delivering up to 12 exhibitions per year
- Produce curatorial layouts using the visual programme in consultation with the Director
- Planning layout and display of artworks using the visualisation programme and adapting and responding to changes during installation

- Contribute to the production of exhibitions catalogues

Registrar

- Broker loans of works from public institutions, commercial galleries, private collections, artist estates
- Conducting condition checks for all objects on arrival and departure at HC, generating documentation for all loans, monitoring condition of works throughout loan period, reporting back to lenders as required, and commissioning conservation work if needed
- Manage all paperwork including facilities reports and loan documents
- Condition check all artworks on arrival and departure to the gallery
- Work closely with the Director of Operations to provide essential transportation, logistics, production materials and insurance values
- Manage installation of exhibitions with technical team, oversee all arrivals and departures of artworks, transit companies, couriers and artists on site during installation
- Work with the Director of Operations in monitoring environmental conditions in the gallery and storage room
- Care of store – Hoover monthly, insect traps, ensure works are stored safely, keep all store movement and cleaning logs up to date
- Facilitate photography of installation and send images to artist, galleries as requested

Interpretation:

- Ensure that Hastings Contemporary's goals around access, diversity and community engagement are maintained and developed.
- Responsible for all exhibition text, researching, writing, preparing and managing all material, from external curators and contributors.
- Manage print timelines, ensuring that all material reaches the designers and printers in time to be ready for installation.
- Liaising with front of house and Learning Manager to ensure text is correct, age appropriate, accessible, large print format and complies with copyright law.
- Manage freelance vinyl contactor and installation of text vinyl.
- Provide staff training including introductory talks and training for all staff on new exhibitions.
- Deliver talks and tours at the gallery for public events, members evenings, tour groups, VIPs, schools, colleges and universities
- Write content for website, newsletters, social media, blogs relating to exhibitions.
- Liaise with Marketing and Communications Manager, providing content for website, newsletters, and press releases.
- Research copyright and credit lines for artworks, advise on useable images for various locations (press release, online, press, posters etc).

Other:

- Contribute to the development of funding applications and reports as needed.
- Arrange hospitality and accommodation for artists, couriers and lenders.
- Develop the emergency salvage plans with Director of Operations and be the key contact for artwork salvage.
- Keep archive of all exhibition related material and catalogues.
- Assist with private views and other Gallery events including speaking at events where required.
- Other duties as required with a flexible approach to support the team and gallery.

Person Specification

At least 2 years curatorial and collections experience, working in a museum or gallery environment
Proven experience of working as a registrar or equivalent

Experience of using computer visualisation programmes
Public speaking and presentation experience
A positive, calm and proactive approach
Strong IT skills
Ability to work independently and problem solve creatively.
Eagerness to develop the curatorial programme
Proven excellent written and verbal communication skills
Ability to speak in public giving talks and tours

Essential:

MA degree in History of Art, Museum Studies or equivalent
Experience of working to Museum Accreditation Standard
Knowledge of the GIS standards
Understanding of Contemporary and Modern Art with emphasis in British Art and painting

Benefits

Pension scheme
33 days holiday (including bank holidays)
Employee Assistance Programme
Location on Historic Fishing beach in Hastings
Discounts in the shop and café

To apply:

Please send a cover letter and CV detailing your relevant experience, skills, and knowledge you possess which make you suitable for this post. You will need to demonstrate that you meet the requirements outlined in the job specification.

Please send this information and a separate email with the Equal Opportunities form to:

kim@hastingscontemporary.org or Hastings Contemporary, Kim Kish, Rock a Nore Road, Hastings, TN34 3DW

Deadline: 9am, 30 March

We are unable to provide feedback on applicants that are not invited to interview. Applications will be kept on file for 3 months in compliance with our Data Protection regulations for recruitment.

Hastings Contemporary is an Equal Opportunities Employer