



CURATOR, DRAF

Full time, based in London

DRAF is seeking an experienced contemporary art Curator to contribute actively to its ambitious programme of exhibitions, performances and public events in London and across the UK. The Curator will work closely with colleagues to initiate, research, develop and realise a programme of exhibitions, performances and projects for audiences across the UK.

Following 10 years of successful programming in its London gallery spaces, DRAF is evolving and expanding. The next phase of the organisation will include a UK-wide collaborative programme, continuing a base in London and an increased activation of a Collection comprised of over 2,000 works.

Reports to: Director and Chief Curator

Responsible for: Project Coordinator, temporary staff

HOW TO APPLY:

Please submit a full CV, and Letter of Interest (500-750 words) with the job title, to info@davidrobertsartfoundation.com

Deadline: Fri 15 June 2018, 10am

MAIN DUTIES:

Project Management

Realisation of an ambitious programme of projects drawing on exceptional organisational skills and efficiency

- i. Oversee the management of allocated temporary programmes for DRAF, follow up on tasks clearly and regularly, in close communication with the team
- ii. Manage production logistics of commissions, performances and exhibitions across diverse forms at different locations; ensure all projects are delivered on time, budget and to the highest standard
- iii. Liaise clearly and effectively with partners at all levels, including artists, co-commissioners, supporters and other collaborators
- iv. Carry responsibility for drafting and managing project budgets, including accounts and bookkeeping with exceptional attention to detail
- v. Contribute to realistic, effective income strategies for projects (including fundraising, partnerships and in-kind support)
- vi. Contribute to ambitious audience development strategies, with a special focus on engaging visitors outside London

Curatorial

Active contribution to an exciting, cohesive, relevant and original programme across disciplines

- i. Research and initiate new commissions, exhibitions and public events
- ii. Work with artists working in different disciplines and different stages of their career, to produce exceptional new works and performances

- iii. Engage with current and forthcoming debates, trends and the environments in which different cultural institutions operate
- iv. Maintain a collaborative curatorial approach; work closely with and support colleagues, sharing knowledge to enable creative and original thinking in all activities

General

Support the Director and colleagues in bringing DRAF's unique vision to partners, peers and audiences.

- i. Work alongside and in collaboration with the Director and colleagues at DRAF in a friendly, responsible and supportive manner, and contribute to tasks across all areas of the organisation
- ii. Line manage the Programmes Coordinator and assistants working within the team
- iii. Activate an existing network of relationships with organisations and individuals within and beyond the sector, and build new contacts on behalf of DRAF
- iv. Negotiate partnerships with different organisations and individuals inside and outside of the art world
- v. Work closely with the Head of Development and Communications to produce exceptional print and online communication of projects to audiences and stakeholders
- vi. Champion research and ideas generated at DRAF in the public sphere, through presentations, talks and writing
- vii. Representing the Foundation with diligence and responsibility, in public appearances at and outside of DRAF

PERSON SPECIFICATION

Essential

- Minimum 5 years experience within a cultural organisation, working with contemporary artists or artworks
- Proven ability to deliver exceptional and original contemporary art programmes
- Experience of producing performance and live work on a large scale; managing and delivering complex projects on time and on budget
- Friendly and active team player, who responds to different situations and challenges with flexibility, tact and positive solutions
- Responsible, kind and supportive attitude towards all colleagues, collaboration partners and artists

Desirable

- Experience of UK organisations outside London
- Experience of co-commissions and partnerships
- Record of successful fundraising for arts
- Experience of audience development, engagement and education activities
- Writing, public speaking and other public-facing communication skills