



JOB DESCRIPTION	
Job Title	Curator
Institution	Barbican
Department	Visual Arts
Grade	E
Location	Barbican Centre
Responsible to	Head of Visual Arts
Responsible for	Assistant Curators and/or Curatorial Assistants
Employment Type	Permanent, Full time

The Barbican

The Barbican is an international art, conference and learning organisation in the heart of the City of London. We are London's Creative Catalyst for arts, curiosity, and enterprise. Our values reflect that we are inclusive, sustainable, daring, connected and joyful.

Across our theatres, concert halls, cinemas, galleries, business venues and public and community spaces, we spark creative possibilities and transformation for artists, audiences, and communities – to inspire, connect and provoke debate. We present an unparalleled variety of performing and visual arts of world class calibre, attracting new arts audiences and participants, creating inspiring arts experiences for all. From first encounters to higher education programmes, we develop interests, skills, confidence, and careers.

Visual Arts Department

The Barbican Visual Arts department presents projects across the Art Gallery, Curve, and public spaces throughout the Barbican Centre, producing major exhibitions, solo artist commissions and a public events programme encompassing contemporary and modern art, fashion, design, architecture, performance, film, and photography, and collaborates with international partners on an exhibition partnership programme. We are committed to delivering a diverse and international programme that rethinks art historical narratives and explores pivotal contemporary issues and themes.

Purpose of Post

The Curator will be a bold and dynamic thinker who will contribute to consolidating the Barbican Visual Arts reputation as a leading international venue for the presentation of exhibitions and public art commissions. Working closely with the Head of Visual Arts

and the wider curatorial team they will contribute to the shaping of the departments mission and vision, while leading and co-ordinating tailored project teams for the development, creative planning and realisation of exhibitions and events that align with the overall artistic programme and strategic framework of the Barbican. They will also be a generous and dedicated manager and colleague.

Main Duties & Responsibilities

Programme

- To originate and realise exhibitions of the highest quality for the Art Gallery with trans-historical and cross-disciplinary approaches while creating a context for their understanding within the wider Visual Arts programme. In the Art Gallery the exhibitions could be monographic or group shows, and must demonstrate a critical engagement with a range of historic and contemporary references and draw on diverse contexts.
- To originate and realise exhibitions of the highest quality for The Curve and Public Art Commissions.
- To curate, devise, plan, schedule and carry out all stages of each exhibition/event; including but not limited to:
 - (a) Shaping the artistic direction in consultation with the Head of Visual Arts
 - (b) Research and selection of works either as sole curator or working closely with external advisors or partners.
 - (c) Selection, organisation, and management of relevant curatorial/contractual staff
 - (d) Overseeing the installation design in close liaison with the Production Manager and coordination team at all stages through design, planning, commissioning and building of same.
- To devise, write and edit the publications associated with specific projects where applicable and to commission external authors and designers for these publications. To negotiate contracts and terms with external publishers.
- To successfully project manage exhibitions, typically working simultaneously on at least two to three projects at any one time for the Art Gallery, The Curve, and other venues on or off-site.
- To be informed of significant developments in visual culture, history, critical theory and of new, creative approaches to the making of exhibitions. To bring this knowledge to all programming discussions. To critically evaluate incoming exhibition proposals.
- To work collaboratively and build and manage relationships with a wide range of stakeholders - including artists, institutions and museum collections, freelance curators, and private collections and foundations - in order to realise world-class exhibitions for the Barbican; to develop institutional partnerships abroad; and to create and promote the Visual Arts partnership work internationally.
- To collaborate with other departments of the Centre including with Cinema/Music/Theatre to initiate and co-ordinate cross-arts projects.

- To liaise and collaborate with Marketing and Media Relations on the direction of press and publicity campaigns.

People Management

- To direct and manage up to three Assistant Curators and/or Curatorial Assistants.
- To share information with curatorial colleagues on exhibition projects to enable them to deputize for the curator if required and reporting regularly to Head of Visual Arts to ensure continuity and project delivery.
- To recruit and manage project teams of external contracted staff (including artists, authors, designers, curators, advisors, and other contractors) and to direct and monitor their work, ensuring all aspects of projects are carried out satisfactorily, within set budgets, in liaison with internal staff.
- To negotiate and raise contracts with outside agencies, institutions, contractors, and lenders in liaison with the Corporation of London's solicitors and the Barbican's own administration team.
- To liaise with Marketing and Press on the direction of press and publicity campaigns; with Creative Collaboration and Learning on the programming of education events; and with Commercial on the procuring of sponsorship.

Fundraising

- To support fundraising initiatives for own projects, developing potential supporters and funders and working with the Development team to secure sponsorship.
- To contribute to funding applications and related reports as required.

Finance

- To monitor and maintain adequate budgetary controls for exhibition expenditure, notifying the Head of Visual Arts of potential areas of overspend in a timely fashion.

Other Duties

- To represent the Barbican and to deputise for the Head of Visual Arts as required.
 - Actively seek to implement the City of London's Occupational Health and Safety Policy in relation to the duties of the post, and always give due regard to the health and safety of both themselves and others when carrying out their duties.
 - Actively seek to implement the City of London's Equal Opportunity Policy and the objective to promote equality of opportunity in relation to the duties of the post.
 - To undertake any other duties that may reasonably be requested appropriate to the grade.



PERSON SPECIFICATION	
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Department	Visual Arts
Grade & Level	E Level: 3

Please find below the qualifications, experience and technical skills required to undertake this post.

Professional Qualifications / Relevant Education & Training

- Post graduate degree or equivalent knowledge and experience in arts-related discipline, preferably art history, design/architecture history, art theory or cultural studies.
- In depth Knowledge and experience in curating large loan-based exhibitions
- An excellent knowledge of 20th and 21st century art
- A strong international network
- High level of proficiency in IT systems particularly Microsoft Office (including Word, Excel, Outlook, and PowerPoint) and an understanding of the cultural and business opportunities presented by new technology.

Experience Required

- Internationally or nationally recognised and respected track record of curating
- Extensive track record of complex project management.
- Significant level of team management experience, with the ability to establish good working relationships, develop and support staff and address issues in line with people policies.
- Experience managing multi-disciplinary teams including freelance and contractors delivering complex productions.

- Experience of working closely with media and marketing colleagues, supporting fundraising and commercial activity. Good understanding of visual arts media, marketing, and sponsorship.
- Financial acumen with a proven history of managing large budgets and delivering financial returns on investment

Desirable

- Working knowledge of additional languages.

Technical Skills

- Excellent verbal communication skills with the ability to consult with, negotiate and persuade internal and external stakeholders, to achieve the best outcomes.
- Excellent written communication skills, including proven ability to communicate to diverse groups of stakeholders, drafting reports and briefs.
- Excellent interpersonal skills with ability to create mutually beneficial relationships and build long-term partnerships internally externally.
- Results-oriented, fast, and effective working style.
- Ability to undertake detailed research.
- Ability to exercise tact and diplomacy with collaborators and stakeholders.
- Ability to communicate clearly with varied audiences.
The ability to work to tight deadlines and maintain a calm, ordered approach.
Ability to work inclusively and collaboratively across boundaries to achieve positive outcomes.

Desirable

- Working knowledge of additional languages.

Recruitment – Note to Applicants

The qualifications, experience and technical skills will be used in the decision-making process for recruitment. Please give examples of how you have exhibited these behaviours in your previous role(s). It is essential you address the criterion marked as (A) on your application form in the section for supporting information.

Be as specific as possible, we cannot guess or make assumptions, but will assess your application solely on the information provided. Try to provide evidence, by examples, where possible, of skills, knowledge and experience contained in this person specification.

Summary of Terms and Conditions of Employment

This summary is given as a guide and is not intended to form part of an individual's contract of employment.

Salary

Starting salary for this job is £46,050 – 51,350 per annum inclusive of London Weighting. This figure will be reviewed annually from 01 July in line with the pay award for other salaried staff within the City of London Corporation.

Contract

The position is offered on a permanent basis.

Hours of Work

The hours of work are 10am – 6pm, Monday- Friday, being 35 hours per week excluding lunch break, but the post holder shall be expected to work the hours necessary to carry out the duties of the position.

Frequency and Method of Payment

This is a monthly paid appointment, and salaries are credited to a Bank or Building Society Account on the 11th of each month.

Annual Leave

There is an entitlement of 28 days annual holiday plus Bank Holidays. There are subsequent increases to entitlement to annual holiday according to length of service.

Sickness Absence and Pay

The City of London Corporation has a comprehensive Occupational Sick Pay scheme, details of which can be found in the Employee Handbook which will be made available to you upon commencement.

Pension

You will automatically be admitted to the City of London Corporation's Pension Scheme. Employees contribute between 5.5% and 12.5% of their pensionable pay to the scheme, depending on salary.

If you do not wish to join the Scheme you must make a formal declaration stating, you wish to opt out. You may contact the Pensions Office directly should you have any queries relating to the Local Government Pension scheme and your entitlements under this scheme.

Continuous Service

If you join the City of London Corporation without a break in service (subject to certain exceptions) from another body covered by the Redundancy Payments (Local Government) (Modification) Order 1999, your service with that institution will count for the purpose of continuous service. The amount of continuous service which you have will affect your entitlement to certain contractual benefits, for example, annual leave, sick leave, and maternity leave. A full explanation of Continuous Service is contained within the Employee Handbook.

Probationary Period

You will be employed initially on a six-month probationary period. Should either party wish to terminate the employment during this period, then one week's notice will be required on either side, except for summary termination for gross misconduct.

Notice Period

Two months by either party after satisfactory completion of probationary period.

Learning and Employee Development

The City of London provides for financial support and time off for staff to study for appropriate qualifications which relate to their duties or undertaking professional skills update training. There is also an in-house programme covering more general training needs.

Employee Volunteering Programme

Through its partnership and regeneration work, the City of London aims to contribute to the social and economic regeneration of the seven boroughs bordering the city: Camden, Hackney, Islington, Lambeth, Tower Hamlets, and Westminster. These boroughs contain some of the most deprived neighbourhoods in the country.

The Employee Volunteering Programme, established in 2002 allows staff to volunteer their time, skills, knowledge, and expertise to benefit residents whilst developing their own professional skills. All staff are given the opportunity, subject to line management agreement, to take 2 days of volunteering leave per year to enable them to do this.

barbican

We are London's
Creative Catalyst
for arts, curiosity
and enterprise



We spark creative possibilities and transformation for artists, audiences, and communities – to inspire, connect and provoke debate.

We are the place to be in this Destination City, where everyone is welcome. Our impact is felt far outside our walls and ripples beyond the experiences we offer – locally, nationally and internationally.

barbican.org.uk/values



The City of London
Corporation is the founder
and principal funder
of the Barbican Centre