

## **Curator**

**Department:** Curatorial

**Reports to:** Executive Director

**Status:** Full Time, Exempt

**Compensation:** \$62,000-\$65,000; Comprehensive-employee benefits' package provided

**Note:** preference given to applicants in the Seattle area. Relocation expenses will not be reimbursed.

## **SCOPE OF POSITION**

BAM seeks a dynamic, creative and intellectually curious Curator to develop a compelling curatorial vision and to manage exhibition programs that fulfill that vision. The individual should have a deep understanding of contemporary art, craft and design. The Curator will be charged with a long-term exhibition plan with the goal of increasing BAM's relevance within the greater Puget Sound Region while advancing the Museum's mission. Reporting to the Executive Director, the Curator will join the Senior Team and will direct the exhibition program, manage the Curatorial Department and collaborate with the Director of Education on public programs and interpretive strategies. The Curator will be a key partner in BAM's commitment to diversity, equity and inclusion and will work to ensure this commitment is evident in the exhibitions and guest curators of the museum.

## **DUTIES**

### **Exhibitions**

- Lead the development of a comprehensive multi-year exhibition calendar.
- Develop and monitor departmental and exhibition budgets, contracts, agreements, and other administrative documents.
- Supervise the curatorial team including the Registrar, Head of Production and Installation, Preparators, and Guest Curators.
- Coordinate exhibition planning with key staff and the Exhibitions' Committee.
- Collaborate with the Director of Development to cultivate donors.

### **Education Requirement**

- Ph.D. in art history or museology or related field is preferred, or a combination of education and equivalent years of experience.

### **Experience Requirement**

- At least five years' experience in museum curatorial positions specializing contemporary art, craft, design or equivalent combination of museum-related exhibitions and collections experience.
- The candidate should have experience with programming as it relates to funding and grants and have strong existing relationships with other museums and cultural institutions.

### **Additional Skills**

- Broad knowledge of art history combined with an understanding of current trends in contemporary art, craft and design.
- A regional and national network of artists, gallerists, and collectors.
- Compelling oral and written communication skills.
- Ability to develop and monitor departmental and exhibition budgets and contracts.
- Demonstrable success in planning, development, implementation and management of complex exhibitions and programs.
- Knowledge of art museum best practices.

- Proven success in communicating effectively in writing, grant writing, public speaking, as well as interaction with key partners, donors, or potential donors, and professionally affiliated contacts.
- Ability to work independently and as a part of a team.

To apply: please send cover letter, cv and writing samples with the subject line, “Curator,” to [hr@bellevuearts.org](mailto:hr@bellevuearts.org). Applicants will receive an automated response. Candidates whose qualifications and background are of interest will be contacted directly.

*Bellevue Arts Museum provides Equal Employment Opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Bellevue Arts Museum complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.*

For further information about the Museum, visit [bellevuearts.org](http://bellevuearts.org)