

NATIONAL PORTRAIT GALLERY

POSITION DESCRIPTION

Position Details	
Title	Senior Curator
Classification	EL1, PN6723
Salary	\$115,183 – \$135,659 plus 15.4% superannuation
Section	Curatorial & Collection
Security Clearance	Baseline
Contact Officer	Director, Curatorial & Collection

We acknowledge the Ngunnawal and Ngambri peoples, the Traditional Custodians of the Canberra region, upon whose lands the National Portrait Gallery stands.

About us

The National Portrait Gallery reflects the face of Australia and increases understanding and appreciation of Australian people and their stories through the art of portraiture. Guided by our values of creativity, innovation, inclusivity and integrity, our purpose is to develop a national portrait collection and provide the broadest possible access to all Australians. We do this through presenting engaging exhibitions and live and educational programs onsite in our award-winning building in Canberra, offsite across Australia, and on demand.

The Gallery is a dynamic and inclusive workplace and recognises the great contribution of our team. We're committed to the health, safety and wellbeing of our team and our visitors, and to sustaining a safe workplace and inclusive culture. We support flexible working practices, including working from home, and respect family and caring responsibilities.

The Gallery is committed to equal opportunity and diversity. We welcome applications from First Nations people, LGBTQIA+ people, people with a disability, and people from culturally and linguistically diverse backgrounds.

The position

The curatorial team is central to the delivery of the NPG's artistic program and the development of its permanent collection.

Reporting to the Director, Curatorial and Collection, the Senior Curator will play a critical role in the strategic direction of the organisation. They will curate exhibitions across the Gallery's programming areas, including onsite, touring and online; implement and extend the Gallery's collection development goals through acquisitions and commissions; and engage and grow audiences through diverse interpretation strategies.

As a senior member of the Curatorial & Collection team, the Senior Curator will work collaboratively across the Gallery and with other key stakeholders, locally, across Australia and internationally. This is a leadership role and involves line management of colleagues within the curatorial team.

The Senior Curator must possess a deep knowledge of Australian art history and visual culture, and expert level experience in both curating exhibitions and collection building. The role requires the candidate to possess excellent written and spoken communication skills; keen spatial awareness and an aptitude for devising exhibition layouts; and highly developed research skills. The Senior Curator should be directly engaged with current discourse and thinking relating to both curatorial work and artistic practice, foregrounding ideas of truth telling, care and polyvocal storytelling. They should be alert to the potential of portraiture to challenge the way we think and bring an inquisitive, analytical, and thoughtful attitude to the role.

Specific Tasks

As a senior member of the Collection and Exhibitions team:

1. Curate innovative exhibitions and collection displays of the highest quality and contribute to the development and implementation of the Gallery's onsite, touring and online exhibition program.
2. Actively lead and contribute to the National Portrait Gallery's collection development and commission program by researching and identifying potential works of art for the collection and establishing networks with artists, galleries and other stakeholders; and through the preparation of acquisition proposals for submission to the Board.
3. Lead the development and management of accurate and engaging interpretative content related to the exhibition program and collection, including but not limited to labels, online material, exhibition texts, catalogues, in gallery audio offerings, and other content.
4. Credibly represent and contribute to the enhancement of the NPG's profile, its exhibition program and collection through research and publication; and through presentations at conferences, symposia and other public speaking events as well as engage with the media as required.
5. Oversee and lead the layout and physical installation of exhibition projects, working closely with the exhibition designer to devise ambitious and innovative displays.
6. Lead the curatorial team and line manage junior curatorial colleagues.
7. Oversee the accurate and detailed documentation of the collection by input to the Gallery's collection database.
8. Work independently and as an active member of multi-disciplinary teams.
9. Actively participate in the Gallery's philanthropic activities by participating in events and related engagements.
10. Develop and maintain professional networks that support the Gallery and its programs.

Selection Criteria

1. Demonstrated understanding of Australian art history and visual culture and an engagement with portraiture.
2. Demonstrated curatorial experience within a gallery or museum working with collections and researching and presenting exhibitions of the highest standard.
3. Demonstrated time management skills and the ability to work independently across multiple projects with competing priorities within deadlines and available resources.
4. Proven capacity to provide sound and effective leadership to Curatorial staff and within multi-disciplinary teams; Proven ability to build effective relationships and work productively within multi-disciplinary teams, and with stakeholders including artists, external colleagues, dealers and donors.
5. Demonstrated capacity to show initiative and display resilience and adhere to the Australian Public Service Values and Code of Conduct.
6. Proven ability to communicate effectively in written and spoken forms and an established record of published writing.
7. The Senior Curator must possess relevant tertiary qualifications in Australian art history.
Significant experience in the cultural sector, in an art gallery or museum environment required.

Applicant information

In no more than two A4 pages, please tell us how your skills, knowledge, experience and qualifications make you the best person for this job.

Email your application, a current CV and the [application coversheet](#) to hrrservices@npg.gov.au by the deadline listed below.

If you need more information, please get in touch with Isobel Parker-Philip on 02 6102 7048 or by email isobel.parker-philip@npg.gov.au

Applications close midnight Sunday 14 July 2024.

SAFETY AND WORK ENVIRONMENT

ADMINISTRATIVE TASKS	FREQUENCY
Computer based work, sitting or standing at a desk	Frequently
Extensive typing or data entry	Frequently
Graphical, video production or analytical work	Occasionally
Access to designated workstation	Frequently

WORKING HOURS	FREQUENCY
Flexible working hours	Frequently
Fixed start/finish times	Occasionally
Intensive work over an extended period to achieve a deadline	Frequently
After hours events or programs	Occasionally
Peaks and troughs of high and low workload	Occasionally
Overtime	Occasionally
Rostered shift work	Never
Rostered 24/7 on call	Never

SOCIAL DEMANDS	FREQUENCY
Work with others towards shared goals in a team environment	Frequently
Work in isolation from other staff (remote supervision)	Frequently
Work directly with visitors and the public	Frequently
Produce work that is subject to critique or external review	Frequently

PHYSICAL DEMANDS	FREQUENCY
Walking long distances	Rarely
Standing for long periods	Occasionally
Working outdoors	Rarely

MANUAL HANDLING	FREQUENCY
Lifting 0 – 5kg	Frequently
Lifting 5 – 10kg	Frequently
Lifting 10kg+	Occasionally
Handling collection items	Frequently
Climbing	Rarely
Reaching	Occasionally
Bending/squatting	Occasionally
Push/pull	Occasionally
Repetitive movements in a short amount of time	Rarely

TRAVEL	FREQUENCY
Locally	Frequently
Interstate	Occasionally

SPECIFIC HAZARDS	FREQUENCY
Working at heights	Rarely
Exposure to extreme temperatures	Rarely
Operation of heavy machinery e.g. forklift	Never
Excessive noise	Rarely
Low lighting	Rarely
Handling of dangerous goods/equipment	Never
Mandatory Personal Protective Equipment required	Rarely
MANDATORY PERSONAL PROTECTIVE EQUIPMENT	REQUIRED
Safety Footwear (operation of heavy machinery/lifting)	X
Gloves (Lifting/exposure to extreme temperatures/ handling of dangerous goods/equipment)	✓
Hearing Protection (excessive noise)	X
Hi Visibility Clothing (operation of heavy machinery)	X
Protective Eyewear (handling of dangerous goods/equipment)	X
Warm Clothing (exposure to extreme temperatures)	X
SAFETY TRAINING, PERMITS AND CERTIFICATES	REQUIRED
NPG Induction	✓
Driver's License	X
WHS Awareness for Workers	✓
WHS Awareness for Supervisors	X
Manual Handling	✓
Provide First Aid	X
Fire Warden	X
Chief Warden	X
Business Continuity	X
Hostile Intruder and Lockdown	✓
White Card	X
High Risk Work License	X
Work Safely at Heights	X
Elevated Work Platform	X
Verification of Competency for plant and equipment	X

Applicants must possess or have the ability to obtain the required safety training, permits and certificates. Any safety training required is provided by the NPG.

DESIGNATED EMERGENCY ROLES	REQUIRED
First Aid Officer	X
Area Warden	X
Floor Warden	X
Deputy/Chief Fire Warden	X
Business Continuity Team Member	X
Business Continuity Team Leader/Deputy	X
Authorised Officer	X

