



## **ABOUT GALWAY ARTS CENTRE**

**Galway Arts Centre is a multi-disciplinary, inclusive centre of contemporary arts where artists and the public can engage in ambitious, original, and innovative arts practice.**

Galway Arts Centre, situated in the heart of Galway city, programmes a gallery and theatre year-round, featuring Irish and international artists, and delivers a multi-disciplinary education, youth arts and public engagement programme that works with a wide range of audiences and communities.

For over forty years Galway Arts Centre has played a key role in the development of the arts in Galway City founding many of Galway's leading cultural organisations and providing a year-round multidisciplinary arts programme across its two venues.

Galway Arts Centre has been the de facto municipal gallery for Galway city for over 40 years, and hundreds of artists and curators have launched and developed their careers here. The visual art programme features 6-8 curated exhibitions annually, including those in partnership with some of Galway's flagship festivals.

Galway Arts Centre is committed to connect audiences to exceptional artists that inspire new ideas and ways of seeing the world with a contemporary arts programme that reflects the complexity and diversity of Irish society.

In addition to running a contemporary visual art programme and a performance space at Nuns Island Theatre, Galway Arts Centre is home to a youth-led youth arts programme comprising Galway Youth Theatre and Red Bird Youth Collective, as well as Cúirt International Festival of Literature.

Galway Art Centre is governed by a board of directors. The organisation receives core funding from the Arts Council and Galway City Council.

[www.galwayartscentre.ie](http://www.galwayartscentre.ie)

### **Galway Arts Centre aims to:**

- develop and engage our audiences and participants in quality contemporary arts through our programmes
- provide support and opportunities for artists to live and work in our community
- develop an effective, sustainable and resilient organisation
- develop our organisational capacity and physical infrastructures to create an accessible centre of arts
- develop new collaborative transnational opportunities for Galway Arts Centre and artists

## **ASSISTANT CURATOR | GALWAY ARTS CENTRE**

**Job Title:** Assistant Curator

**Reporting To:** Director/Curator

**Part-time:** 3 days/week

Galway Arts Centre is seeking to appoint a part-time (3 days/week) Assistant Curator on a 12-month fixed-term contract. Reporting to the Director/Curator, the Assistant Curator will be an integral part of a tight-knit and dedicated team who are passionate about the value of the arts in peoples' lives.

Galway Arts Centre is an equal opportunities employer.

### **ROLE OVERVIEW**

The Assistant Curator will provide essential support to the Director/Curator at Galway Arts Centre.

Working as a key member of a small team, the Assistant Curator will be required to undertake a wide range of tasks including assisting with the research, planning and delivery of exhibitions, projects, commissions and events, assisting with the coordination of exhibition documentation; writing and editing exhibition-related copy as well as overseeing day to day administration. In addition, the Assistant Curator may have the opportunity to generate original programmes and exhibitions.

The Assistant Curator is expected to work closely with the rest of the team to advance Galway Arts Centre's mission, and to meet the goals of its strategic plan.

<https://www.galwayartscentre.ie/wp-content/uploads/2024/01/Galway-Arts-Centre-Strategic-Plan-2020-2025.pdf>

### **Curation Responsibilities include:**

- To work with the Director/Curator to assist in the curation and delivery of programmes at Galway Arts Centre including exhibitions, projects, youth arts, commissions and events in galleries, online and on & off site.
- To assist in the gallery management and design of exhibitions, ensuring effective planning and use of resources and that the highest curatorial standards are met; including the safe handling and installation of artworks, completion of condition reports, the development of exhibition collateral and research, liaising with artists, lenders, transport, and customs formalities.
- To develop and deliver content relating to the programme including publications, online content, visitor gallery information, and assist in the development and delivery of a digital platform.
- To work with the Director/Curator to devise and deliver innovative public engagement programming, through talks, lectures, workshops and participatory events.
- To conduct research for future programming and develop the Galway Arts Centre archive along with other administrative based tasks as required
- To conduct gallery visits/tours with groups
- To contribute to identifying fundraising opportunities and assist on funding applications.

- To contribute to Galway Arts Centre's evaluation of programming and understanding of audiences to grow and reach wider publics and audiences.
- Be supportive of ethical, inclusive and climate responsible actions in line with Galway Arts Centre policies in all initiatives and workflows
- Complete any other duties required

**The successful candidate will have:**

- Level 7 or higher degree in fine art, art history, museum studies, contemporary art or equivalent experience.
- Two years or more demonstrable experience in curating and producing art programmes, and a strong track record of exhibition and project production.
- Proven record of working under pressure, working flexibly and cooperatively as part of a team and ability to work independently.
- Knowledge and experience of best practices in contemporary art installation and logistics.
- Experience of engaging artists in collaborative, participative and learning projects.
- Knowledge of innovative approaches to public engagement particularly in work in collaboration, participation and learning environments.
- Experience of engaging and working with a diverse range of communities.
- Visual Arts Mediation Skills, experience of leading tours, talks and workshops.
- Knowledge of arts centre environment in Ireland and Galway Arts Centre's policies and programmes.
- Experience of collating documentation for evaluation processes and reporting to funding stakeholders.
- Excellent interpersonal skills.
- Strong writing and communication skills.
- Strong administration and project management skills.
- Strong technical skills and computer literacy.
- A commitment to research skills both directed and independent.
- A commitment to skills-building and self-development.

**Terms & Conditions:**

- This position will be based in the Galway Arts Centre, 47 Dominick Street, Galway
- The role involves attendance at exhibition openings and events and therefore occasional weekend and evening work will be required.

**Salary:** €35,000 pro rata. (€21,000 for 3 day p/w) This is a part-time position (3 days per week) and will be offered initially as a one year fixed term contract.

**Closing date for applications:** Please forward a CV and cover letter to [tara@galwayartscentre.ie](mailto:tara@galwayartscentre.ie) with the subject line '*Assistant Curator*' by **5pm 11<sup>th</sup> March 2024**.