

Assistant Curator (Full-Time, Fixed Term 1 Year)



National Galleries Scotland

NATIONAL GALLERIES OF SCOTLAND
SCOTTISH NATIONAL PORTRAIT GALLERY

POST OF ASSISTANT CURATOR (BAND 7)
FULL-TIME, FIXED-TERM - 1 YEAR

The National Galleries of Scotland (NGS) cares for, develops, researches and displays the national collection of Scottish and international art and, with a lively and innovative programme of activities, exhibitions, education and publications, aims to engage, inform and inspire the broadest possible public.

The NGS is a non-departmental public body centrally funded by the Scottish Government. It is internationally renowned, attracts nearly 1.5 million visitors per year and consists of the following complexes in Edinburgh:

- The National Gallery of Scotland Complex, on The Mound, featuring the National Gallery, the Royal Scottish Academy Building and the Weston Link
- The Scottish National Portrait Gallery on Queen Street
- The Scottish National Gallery of Modern Art, and Dean Gallery at Belford Road

There are also partner galleries: Duff House in Banff and Paxton House in Berwickshire.

The Scottish National Portrait Gallery (SNPG) houses the nation's collection of portraits. Its primary function is to acquire, display and interpret the portraits of the Scottish men and women whose lives and achievements helped shape the history of this nation and the wider world. The collection covers a period of over 450 years and comprises nearly 5,000 unique portraits and over 25,000 prints. The collection, across all media, contains masterpieces by the most highly regarded international artists and, uniquely, also provides a comprehensive survey of important aspects of Scottish art. The collection also includes a small but expanding number of landscapes recording aspects of the Scotland's rural and urban development. The gallery has an active acquisition policy, directed to augmenting both the historic and representative aspects of the collection and maintaining a vibrant programme of contemporary commissioning.

An opportunity is now available for an aspiring curator to develop their career within the National Galleries of Scotland, based at the Scottish National Portrait Gallery. This is a particularly exciting time here following the successful completion in December 2011 of the multi-million pound refurbishment project which transformed the building and our presentation of the collections. The re-invented gallery has garnered excellent critical reviews and is now enjoying record visitor numbers.

The post-holder will contribute to the general curatorial activities of the gallery, with a particular emphasis on some of the key public-facing aspects of our work including answering public enquiries and facilitating the operation of our new Print Room where they will assist researchers as individuals and/or within small groups. They will also help with display projects as needed and work on updating accession files and other PG records. We welcome applications from candidates with knowledge and interests across the chronology and spectrum of the SNPG's holdings.

The post-holder reports to the Interim Director of the SNPG.

KEY RESPONSIBILITIES

1. Answer enquiries from the public – emails, letters and verbal queries in person or by phone.
2. Assist with the realisation of the programme of Key Area Displays which underpins our new Interpretation Strategy at the SNPG, helping senior curatorial colleagues with the research, administration and delivery of displays.
3. Supervise the use of the SNPG print room on a regular basis, accessing material for researchers and helping users gain the most benefit from their visit whilst also ensuring the physical safety and security of consulted material.
4. Undertake specific house-keeping projects at the PG, for example, updating accession files on the collections and sourcing and collating new information for the PG Reference Section.
5. Share responsibility for showing visitors works in store at Queen Street and at our Granton store.
6. Any other duties appropriate to the post.

SKILLS, KNOWLEDGE AND EXPERIENCE

Essential

- Educated to degree level or equivalent in History of Art or related field
- Excellent written and verbal communication skills
- Ability to deal positively and effectively with visitor enquiries
- Previous experience of working in a gallery or museum environment.
- Excellent organisational and administrative skills, including an ability to prioritise effectively and work accurately without close supervision

- Proven research skills
- Effective IT skills including competent use of common office software.

Desirable

- An interest and knowledge of Scottish history and society
- An interest in and knowledge of British portraiture

SUMMARY TERMS AND CONDITIONS

Salary: £16,572 - £17,728 per annum

Starting salaries will normally be at the minimum or at a rate that reflects qualifications and/or experience which are of special value for the post and which are above minimum entry requirements.

Hours: 42 per week inclusive of meal breaks

Annual Leave: 25 days per annum

All staff receive 10.5 public and privilege holidays per annum

Pension: Civil Service pension provisions enables the National Galleries of Scotland to offer a choice of occupational and stakeholder pensions, giving you the flexibility to choose the pension that suits you best.

The closing date for completed applications is Tuesday 21st February 2012.

It is anticipated that interviews will take place on w/c 12th March 2012.

Please note that the successful candidates will be subject to Basic Disclosure Scotland security clearance.

National Galleries of Scotland is a charity registered in Scotland (No. SC003728)

Location:	Edinburgh
Category:	Curatorial
Duration:	
Type of Contract:	Temporary
Hours:	Full Time
added: Feb. 8, 2012	deadline: Feb. 21, 2012

More information: <http://www.nationalgalleries.org/jobs>