

## JOB DESCRIPTION

|                    |                                      |                        |             |
|--------------------|--------------------------------------|------------------------|-------------|
| <b>POST:</b>       | Curator, Turner Prize 2017           | <b>DEPARTMENT:</b>     | Programming |
| <b>REPORTS TO:</b> | Executive Producer / Project Manager | <b>DIRECT REPORTS:</b> | NA          |

Location: Hull

Contract Type: Freelance, Fixed-Term

Fee: £23,500

Period: 2 May 2017 to 26 Jan 2018

Full time May-October

Approx 3 days per week Nov, Dec 2017 & Jan 2018

### PURPOSE:

In 2017, the eyes of the world are on Hull as UK City of Culture. As part of a programme of 365 days of transformative culture, Hull will host the 2017 Turner Prize. The prize will be delivered by Hull UK City of Culture 2017 Ltd, working in partnership with Tate and Ferens Art Gallery (Hull Culture and Leisure Ltd).

Established in 1984, the Turner Prize is awarded to a British artist for an outstanding exhibition or other presentation of their work in the preceding twelve months. Ferens Art Gallery will host an exhibition of the four nominated artists' work between September 2017 and January 2018. The winner will be announced in early December at an awards ceremony held in Hull and broadcast live on the BBC.

The Turner Prize Project Team will include two Curators, one appointed to the Ferens Art Gallery team and one appointed by Hull 2017 (this post).

The two Curators will be pivotal to the successful delivery of Turner Prize 2017, each taking responsibility for working closely with two of the four nominated artists to deliver the exhibition, support the artists through the process and work closely with the Turner Prize Project Manager, Hull 2017 Executive Producer and Ferens Art Gallery Curator of Art to ensure the project is delivered to a very high standard, within timeframes and budgets.

## **RESPONSIBILITIES:**

### **EXHIBITION DELIVERY**

- Establish strong working relationships with nominated artists and their representatives,
- provide effective support and guidance to ensure key milestones are achieved - to deadline and within given budget to deliver an outstanding exhibition, based on the work for which the Artist was nominated
- Undertake desk research on each Artist in preparation for interpretative material
- Work with the exhibition designer, Project Manager and Turner Prize team to plan exhibition layout and build specification
- Assess the need for conservators or other specialist consultants
- With the Project Manager, devise overall exhibition delivery schedule and communicate key deadlines to the team
- Commission Artist Films
- Monitor schedule and alert the Project Manager to any scheduling issues that may affect the delivery or budget of an exhibition
- Provide the Turner Prize Project Manager with information required to plan and deliver across practical and logistical areas, including transport and insurance
- Work with the technicians and Artists team to install the exhibition

### **ARTIST LIAISON**

- Develop and establish strong working relationships with nominated artists and their representatives, including Studio and site visits
- Support the artists' practical and logistical needs including planning travel and accommodation
- Work with the Turner Prize Project Manager to negotiate artists' contracts in a timely manner

### **PRESS & PUBLICITY**

- Author text for press releases and the exhibition catalogue, as well as gallery interpretation and campaign materials
- Carry-out picture research and copyright clearance
- Effectively communicate all aspects of the Turner Prize including for press interviews, tours, and curator talks

### **FINANCE**

- Work within the budgets set by the Project Manager and provide timely and accurate budget information including regular updates of budget projections and cashflows

### **LEARNING & ENGAGEMENT**

- Work with the Learning and Engagement teams from the partner organisations to develop an ambitious programme for wider public engagement in Turner Prize 2017
- Work with Communications, Marketing and Learning Teams from Tate, Hull2017 and Ferens Art Gallery (Hull City Council/Hull Culture and Leisure Ltd) to develop accessible interpretation material
- Ensure that access is proactively considered at all points in the planning and that relevant measures are taken to enable the widest possible audiences to engage with the Turner Prize.
- Provide support and undertake training with the Ferens Front of House and Visitor Welcome team to relay appropriate visitor information

### **GENERAL**

- Work within the Project Plan defined by the Turner Prize Project Manager
- Develop effective working relationships with all other project team members and other members of the wider staff teams of the partner organisations
- Proactively contribute to Project Team meetings
- Contribute to the evaluation of the project
- Any other duties that are commensurate with the post as agreed with Senior staff at Hull2017

## PERSON SPECIFICATION

### ESSENTIAL SKILLS & EXPERIENCE:

- A degree in a relevant subject, preferably art history or equivalent
- A broad knowledge of contemporary art and an understanding of the related intellectual debates
- Demonstrable experience (paid or voluntary) of working in a museum, gallery, or artist-run space - with direct experience of organising exhibitions
- Experience of delivering projects with practicing artists
- Experience of delivering high profile projects, under pressure to meet deadlines
- Experience of dealing with the media
- Excellent organisation and administrative skills, including the ability to prioritise workloads effectively and make accurate decisions under pressure and to tight deadlines
- Excellent writing and presentation skills with the ability to convey information clearly and concisely and target style and tone to meet the needs of the audience
- Well-developed interpersonal skills with the ability to develop and maintain effective working relationships with a broad range of people internally and externally
- Demonstrable ability to work under own initiative as well as ability to work effectively as part of a team
- Good IT skills - competent in the use of Word, e-mail, Excel, and Powerpoint
- Experience of budget administration
- A commitment to and interest in the Turner Prize and Hull 2017 UK City of Culture

### DESIRABLE SKILLS & EXPERIENCE:

- A post-graduate qualification in museum, gallery, or curatorial studies
- An interest in interdisciplinary projects

### PERSONAL ATTRIBUTES

- Ability to manage multiple priorities and meet deadlines
- Interest in Turner Prize and Hull City of Culture
- Commitment to achieving high standards
- Ability to take own initiative as well as working as part of a team
- Ability to work effectively under pressure
- Ability to show initiative and resilience
- Positive and enthusiastic attitude, including a flexible approach