

JOB DESCRIPTION	
Job Title Curator Pacific Art	
Division Auckland Art Gallery Toi o Tāmaki	Reports To Head of Curatorial and Exhibitions
Department Curatorial and Exhibitions	Direct Reports Nil
Unit n/a	Indirect Reports Nil
Team Curatorial	Location Auckland Art Gallery
<p>Key Purpose of Role</p> <p>The Curator Pacific Art works as part of a team with the Head of Curatorial and Exhibitions, the curators, the exhibition project managers, and Research Library to plan, develop and implement the Gallery’s programme of collection based and internally and externally generated exhibitions and events in accord with the Gallery’s Strategic Plan. The Curator Pacific Art also makes an intellectual contribution to Gallery exhibition and programme with new research and innovative exhibitions as part of the programming team.</p> <p>This position is responsible for the collection of artworks by artists of Pacific heritage and works depicting Pacific peoples and cultures as part of the Gallery’s collection, researching, displaying and interpreting the collection for the benefit of the Gallery’s stakeholders especially the public. It is also responsible for liaising with the relevant stakeholders, including artists, community groups, funders and donors, for the purposes of collecting, exhibition-making, research, and the development of philanthropic support and patronage.</p> <p>The Curator Pacific Art will collaborate with the Head of Public Engagement and team to ensure that engagement with and understanding of Pacific art is enhanced through relevant and innovative programming. The Curator Pacific Art also personally extends public engagement with the Gallery’s collection of Pacific art through lectures, publications, symposia, conference papers and other related means and will be required to work non-standard hours on a regular basis to professionally represent the Gallery at relevant events. The Curator Pacific Art is a thought leader in the field of Pacific art and an arts professional who is active in leading and contributing to discussion and debate and publishing in fields relevant to this role.</p>	
Key Responsibilities	Expected Outcomes
<p>Curatorial and Collections Management</p> <ul style="list-style-type: none"> Effectively manage Pacific art in the 	<ul style="list-style-type: none"> Research, documentation, presentation,

<p>collection with the support of the Senior Curator New Zealand and Pacific Art and the Registration and Conservation teams</p> <ul style="list-style-type: none"> • Prepare annual plans for development of the Pacific art collection in accord with Gallery aims for collecting and advise on processes relating to the exhibition and collecting of works of art within the designated area of collection responsibility • Plan, develop and manage a lively programme of collection and temporary exhibitions that contribute to the Gallery's exhibition programme, and be a contributor to curatorial and programme planning • Assist with collection valuations in the designated area of collection responsibility and keep abreast of art historical thinking and market judgements • Liaise with Patrons, donors, Foundation trustees, artists and art dealers to assist the Gallery in the acquisition of works of art for its collection • Assist with the management of touring exhibitions • Fulfil the role of Gallery host and exhibition interpreter for sponsors and other corporate and distinguished guests of the Gallery as required • Provide a curatorial perspective, when required, within the context of Gallery and programme planning • Maintain a current awareness of new developments in art museum curatorial and collection management practices to ensure the continued enhancement of the Gallery's exhibition profile and reputation • Share specialist knowledge with team to enable Gallery to successfully achieve vision, mission and long-term strategic goals collectively 	<p>display, loans programme, publications and interpretation are provided to the highest professional standards of art museum practice</p> <ul style="list-style-type: none"> • Exhibitions and collection development align to Gallery's strategic plan to be a creative catalyst and demonstrate thought leadership • Gallery's collection of Pacific art and reputation and profile is enhanced through effective and professional curatorial activities
<p>Funding</p> <ul style="list-style-type: none"> • Assist in the preparation of sponsorship proposals and presentations, and prepare other funding applications and acquittals for programme projects 	<ul style="list-style-type: none"> • Funding applications are approved, submitted and acquitted in a timely manner • The collection is enhanced in value and

<ul style="list-style-type: none"> • Prepare proposals for acquisitions and monitor the art market to ensure that the Gallery efficiently and effectively applies its acquisition funds • Conduct presentations to donors, such as the Patrons and corporate donors, regarding exhibitions and collection acquisitions 	<p>quality through effective use of acquisition funds</p>
<p>Communication and Relationships</p> <ul style="list-style-type: none"> • Respond to queries from colleagues, researchers and the general public • Establish and maintain good working relationships with all internal and external stakeholders • Develop and work closely with colleagues in educational institutions and to create partnerships where possible • Work closely with the Head of Public Engagement and team to develop lively and relevant public and learning programmes in response to Pacific art 	<ul style="list-style-type: none"> • Enquiries are responded to in a professional manner • Effective and professional relationships are developed and maintained
<p>Technical & Professional Knowledge</p> <ul style="list-style-type: none"> • Conduct lectures, organise seminars, prepare texts and contribute to publications as appropriate • Serve as a professional representative of the Gallery on academic boards, judging panels and committees 	<ul style="list-style-type: none"> • Professional representation demonstrates thought leadership and the Gallery's overall vision and strategic plan • Enhanced public experience and engagement
<p>Project Management</p> <ul style="list-style-type: none"> • Provide effective project management of relevant exhibitions and associated budgets • Manage own workload to meet objectives, Gallery timelines and achieve results within deadlines 	<ul style="list-style-type: none"> • Projects objectives are achieved • Budget requirements are met
<p>Financial and Reporting</p> <ul style="list-style-type: none"> • Ensure adherence to exhibition budgets • Provide financial reports as required 	<ul style="list-style-type: none"> • Budgets are maintained • Financial reporting is provided in a timely and accurate manner
<p>Professional Development</p> <ul style="list-style-type: none"> • Take responsibility for identifying own 	<ul style="list-style-type: none"> • Learning and development needs are

<p>learning and development needs</p> <ul style="list-style-type: none"> • Take action to communicate these and contributes to identifying relevant support to meet these needs • Apply learnings to advance professional competence 	<p>communicated to the Head of Curatorial and Exhibitions</p> <ul style="list-style-type: none"> • Learning and development needs are incorporated into Performance plans as agreed by the Head of Curatorial and Exhibitions • Opportunities to participate in learning activities are proactively undertaken
<p>Organisational Obligations</p> <ul style="list-style-type: none"> • Action the organisation's good employer obligations and equal employment bicultural policies and practices and meet Treaty of Waitangi obligations • As an employee of the organisation, you are required to be associated, as required, with Civic Defence Emergency Management or any exercise that might be organised in relation to this organisation function. • Promote a safe and healthy workplace by undertaking responsibilities as outlined in the organisation's health and safety policy and procedures • Promote activities and initiatives that assist the organisation achieve its vision and mission • As an employee of the organisation you are required to familiarise yourself with and comply with all organisation policies, including but not limited to, the organisation's Code of Conduct 	<ul style="list-style-type: none"> • Regional Facilities Auckland meets its obligations as an employer • Regional Facilities Auckland's reputation is enhanced within the community • Health and safety requirements upheld
<p>Qualification <i>Essential</i></p> <ul style="list-style-type: none"> • A post graduate tertiary qualification, degree level or higher in art history, Pacific art or relevant field 	
<p>Experience <i>Essential</i></p> <ul style="list-style-type: none"> • A commitment to and understanding of the principles of Treaty of Waitangi and biculturalism as they relate to the Gallery and its programmes • Sound knowledge of tikanga and appropriate cultural protocols relevant to the role • Strong knowledge of Pacific art and demonstrated experience working with Pacific artists • Proven ability to provide the intellectual and creative direction required to develop, plan for and prepare exhibitions, including the selection of works, negotiation of loans and preparation of texts and interpretive material • Strong research and publishing experience • Curatorial experience, preferably in an art museum context 	

- Demonstrated research, written and oral communication skills including the preparation of reports, publications, lectures and briefings
- Demonstrated skill in working on team-based projects with art museum staff at all levels and working effectively with a diverse range of people both within and outside the institution
- Experience in use of Microsoft Office applications (Excel, Word, Access, PowerPoint, Outlook)

Desirable

- Knowledge of at least one Pacific language other than English
- Competence in the Vernon collection management system

Skills/Competencies

- Excellent verbal and written communication skills
- Strong time management and organisational skills
- Advanced cultural competency in engaging within Pacific communities, including an understanding of and demonstration of leading with community respect
- Experience in using Microsoft Office applications (Excel, Word, Access, PowerPoint Outlook)
- Knowledge of professional and ethical practices regarding acquisitions and gifts
- High standards of integrity. All actions and behaviour are in line with ICOM standards of professionalism and ethics

Key Relationships

Internal: Director, Lead team, Head of Curatorial and Exhibitions, Curatorial and Exhibitions team, Collection Services team, Public Engagement team, Advancement team, Visitor Engagement team and other Gallery staff, interns and volunteers

External: artists, curators and art historians working in field of Pacific art in New Zealand and internationally, government agencies, patrons and private collectors, commercial dealers and auction houses, and other stakeholders as required to develop relationships and share expertise

Delegated Authorities

Budgeted: Opex
 Capex

Unbudgeted: Opex
 Capex

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by incumbents in the assigned job. They are not construed as an exhaustive list of all responsibilities, duties, or skills required of the incumbent. From time to time, personnel may be required to perform duties outside of their normal responsibilities as needed.