


JOB DESCRIPTION		 <p>Te Kaunihera-ā-Rohe o Ngāmotu New Plymouth District Council</p>
POSITION:	Curator Len Lye & Contemporary Art - Coordinator	
JOB LEVEL:	Team Coordinator	
REPORTS TO:	Director – Govett Brewster Art Gallery and Len Lye Centre	
GROUP:	Community & Customer Services	
POSITION PURPOSE:	<p>Research, curate and implement high quality new exhibitions, publications and public programmes related to the art and ideas of Len Lye and related 20th centry art and ideas, and with the Assistant Curator Len Lye manage the care of and access to the Len Lye Foundation's Collection and Archive, thereby meeting the obligations under the Len Lye Foundation Deed of Trust (1980) and the MOU between New Plymouth District Council and the Len Lye Foundation (2022) .</p>	
Number of people directly reporting to you as at 1 July 2023		1
Expenditure delegation before <i>Manager</i> approval is required		\$10,000
KEY RELATIONSHIPS	<p>Integrated – Director, Govett-Brewster Art Gallery Len Lye Centre, GBAG LCC staff and NPDC staff External – Len Lye Foundation and its supporters, Len Lye Committee, Nga Taonga Sound and Vision, artists, curators and staff from other institutions, universities, art dealers, collectors, lenders, public programme speakers and contributors, printers, writers and designers, iwi</p>	

<p>KEY ACCOUNTABILITIES:</p>	<ul style="list-style-type: none"> • As a key member of the curatorial team, research and curate significant new exhibitions as part of the Govett-Brewster Art Gallery and Len Lye Centre program including cinema programming and periodic touring exhibitions, and manage external curated projects • Undertake primary research on Len Lye • Contribute original research to the institution’s publishing, and produce, contribute to and manage Len Lye publications • Contribute to public programmes associated with in-house and touring exhibition • Liaise with external venues to successfully present exhibitions nationally and internationally • Enhance timely access to information, images and collection histories from the Len Lye Collection and Archives including on the Gallery website, working with the Assistant Curator Len Lye and Vernon CMS • Ensure the collection and archive is housed, conserved and cared for to international standards of practice, and with the Assistant Curator manage loans and loan records • Manage enquiries for access to Len Lye Foundation’s Collection and Archive including image, research and copyright enquiries, internal and external with the Assistant Curator • Ensure new works arriving from the Len Lye Foundation are properly documented and operational • Prepare reports for the Len Lye Foundation and Len Lye Committee. • Supervise the Len Lye Assistant Curator • Prepare communications and fundraising materials as required. • Actively ensure that good employer obligations and legislative requirements are fulfilled, particularly in relation to all key relevant legislation
<p>KEY PERFORMANCE INDICATORS:</p>	<ul style="list-style-type: none"> • Developed annually and form part of performance and team plans
<p>CORE COMPETENCIES:</p>	<ul style="list-style-type: none"> • Sets high standards of performance for self and the team • Works collaboratively with others to enhance and/or develop team performance. • Provides others with a clear direction, sets appropriate standards of behaviour and delegates work appropriately and fairly. • Effective performance and delivery within a political environment. • Maintains cultural awareness and keeps up to date of issues affecting the community. • Interested to be supported to enable participation in Gallery tikanga.
<p>QUALIFICATIONS/EXPERIENCE:</p>	<ul style="list-style-type: none"> • Tertiary art history qualification and more than 10 years demonstrated curatorial experience in 20th or 21st century art contributing to a high standard in an art museum or gallery • Extensive knowledge of 20th art history • Proven experience in collection management and understanding of archival processes and management • Professional capability in research, writing and public speaking • Experience in publication planning and production • Awareness of and able to apply international museum practices and standards • Experience in creating positive relations with key external stakeholders • Knowledge of Len Lye’s practice a benefit.

OUR VALUES:



Mana Tangata
Respecting Each Other



Oranga Tangata
Achieving Wellness



Kotahitanga
Working Together



Hāpaitanga
Making a Difference