

Associate Curator

**Marianna Kistler Beach Museum of Art
Kansas State University**

General Description:

Associate Curator works closely with the Director and Curator to assist with the care, cataloguing, and documentation of the permanent collection. He/she assists with rotations and presentations of the permanent collections on an annual basis or agreed upon schedule. In collaboration with the Director and Curator, he/she plans and updates the exhibition schedule. He/she helps shape exhibitions of objects from the permanent collection and/or borrowed objects. He/she writes articles and catalogue essays related to these exhibitions. He/she coordinates guest-curated and rented exhibitions and ensures that curatorial standards are in place for them. Associate Curator interacts with groups of faculty and students as well as community audiences as needed in pursuit of the museum's service, research, and educational missions. He/she serves as an ex-officio member of the Beach Museum of Art Advisory Board's Exhibitions Committee, and other committees as assigned by the director.

Duties and Responsibilities:

Collection care and Development – Associate Curator works closely with the Curator and Registrar/Collections Manager to monitor and update the museum's collection development and management plans. He/she assists in decisions about gifts of art and purchases and makes recommendations about incoming and outgoing loans, and, when necessary, deaccessioning.

Collection Care – Associate Curator works closely with the Curator and the Registrar/Collections Manager to maintain current techniques for environmental conditions in storage and galleries, methods of storage and exhibit, types of storage units and art handling. These three staff positions prepare, monitor and update a conservation plan for the collection.

Collection Research – Associate Curator assists with cataloguing of the collection and maintaining appropriate records and documentation for all objects in the museum's care. He/she undertakes research to expand the body of knowledge on the collection and wherever possible and appropriate generates publications or other means of disseminating the results.

Collection Contextualization - Associate Curator works with the Curator to conceive and develop rotations that innovatively group objects for the permanent collection galleries. In collaboration with the Curator, he/she conceives and develops exhibitions (which may travel) based on the collection as well as exhibitions using art objects borrowed from other museums, artists, and collectors. Associate Curator is responsible for accuracy and consistency in exhibition text, label copy, and publications. He/she consults the Senior Educator on these texts.

Administration – Associate Curator works with the Curator to develop and track the curatorial budget as well as project budgets related to conservation, exhibitions, and publications. He/she prepares grant

applications related to the curatorial department. He/she works with other museum staff members on all curatorial related matters.

Required Qualifications:

- A master's degree or PhD in art history or related field with three years curatorial experience, or acceptable equivalent with preference given to a candidate whose interests are within the areas of the museum's mission and collection
- Demonstrated record of research, scholarship, exhibitions and publications
- Knowledge of collection management, exhibition development and current museum practices
- Excellent writing and verbal communication skills; and ability to effectively work in a team with staff, volunteers, patrons and sponsors

Preferred Qualifications:

- PhD in art history or related field

Application deadline is February 20, 2015

Application procedure: E-mail a cover letter, CV and three professional references to r lonborg@ksu.edu

Contact information: Linda Duke, Director at lduke@k-state.edu. No phone calls please.

Kansas State University is an Equal Opportunity Employer of individuals with disabilities and protected veterans. Background check required.