



Curator - Position Description

Organizational Information

The Print Center encourages the growth and understanding of photography and printmaking as vital contemporary arts through exhibitions, publications and educational programs. Founded in 1915, the mission of this historic nonprofit institution is unique in its dedication to contemporary printmaking and photography.

The Print Center is a locally, nationally and internationally significant exhibition venue, as well as a community art and advocacy organization with an international outlook and a strong sense of local purpose. We focus creatively and ambitiously on critical issues of artistic practice related to contemporary use of the printed image. We approach exhibitions and programs as contributions to an ongoing and evolving conversation that spreads organically into a variety of disciplines and issues.

The organization maintains archival collections, but does not actively collect.

The Print Center has a \$500,000 annual operating budget, a team-oriented, full-time staff of 5 as well as numerous part-time and contract employees, and an engaged Board of Governors. Additional information on The Print Center may be found at www.printcenter.org.

Curatorial Position

The Curator reports directly to the Executive Director. The Curator is responsible for conceiving a curatorial vision for The Print Center, in accord with its organizational mission and strategic plan, and implementing that vision through organizing exhibitions, supplementary public programs and the ANNUAL International Competition (now in its 93rd iteration), as well as managing the publications program. The Curator is expected to participate in all aspects of the work of the organization to enable it to fulfill its mission and to maintain standards of scholarship and professional practices.

The successful candidate will have a diverse range of curatorial, communication and exhibition related skills. This is an excellent opportunity to work with a committed and ambitious team to create and realize a high impact curatorial program in a historically significant organization, and to contribute to a vibrant and forward thinking program.

Responsibilities

- Organize between five and eight exhibitions annually in our three exhibitions galleries. A single show can fill one, two or all three spaces. We present both solo and group exhibitions. This work encompasses every aspect of exhibition development and implementation of exhibitions, from initial project planning and research to participation in budgeting and resource development, installation design, assisting in creating promotional strategies, and the development and presentation of interpretive materials and programs, including the exploration of platforms for creation and dissemination of program content.
- Manage ANNUAL International Competition. In its 93rd year, it is one of the most prestigious competitions in the country, and is juried by a different guest juror each year. The ANNUAL averages 450 submissions annually.
- Serve as registrar for exhibition materials to ensure that the works of art in the organization's care are properly documented, and installed/stored in a safe manner.
- Manage installation/deinstallation schedules and all exhibition related contractors.

- Assist Executive Director and Board of Governors with programmatic and strategic planning.
- Assist with donor stewardship and grantwriting and participate in planning and execution of fundraising activities.
- Maintain and manage exhibition archives.
- Organize and implement a full roster of public programs that complement and supplement exhibitions in a variety of formats such as lectures, panel discussions, artist talks, readings, book launches and signings, gallery talks, informal events with special guests and visits to other cultural organizations.
- Represent the organization publicly at events, speaking engagements, as guest critic/juror, etc.
- Provide written content for exhibition interpretation, organizational history, press, website, special events and scholarly publications. Assist Communications Manager with exhibition and program related website presence.
- Maintain and build our established network of colleagues and partners (for exhibitions, programs, commissions, publications) with local, national and international peers and organizations.
- Oversee creation and distribution of organizational publications and the burgeoning publications program.
- Provide curatorial content for Artists-in-Schools Program, and assist with delivery of exhibition information to AISP Coordinator, Teaching-artists and classroom teachers.
- Provide exhibition tours to classes and other visiting groups, and train staff to do the same.

Some evenings and weekends are required, including fundraising and other special events.

Qualifications

- Master's Degree, or equivalent experience, in a related field required.
- Extensive knowledge of contemporary art with a deep interest in printmaking and photography.
- Minimum of three years of curatorial experience.
- Expertise in art handling, installation and packing.
- Excellent writing and interpersonal skills.
- Ability to work with administrative and graphic design computing tools.

Compensation and Benefits

- Compensation commensurate with experience.
- Health insurance, life insurance, long and short term disability insurance.
- Generous vacation package.

Applications will be accepted on a rolling basis through August 15, 2018 or until position is filled.

Please send cover letter and résumé to search@printcenter.org

Or: The Print Center
1614 Latimer Street
Philadelphia, PA 19103