



JOB DESCRIPTION

Job Title:	Assistant Curator, V&A East Collection & Research Centre
Division:	Directorate
Department/Section:	V&A East project team (curatorial)
Salary:	£22,227 - £25,875
Contract:	Full-time Fixed-term/Secondment (April 2019 – April 2020)
Reporting to:	V&A East Chief Curator

Background

The V&A is moving forward with its plans for V&A East, the museum's two-site project to build a major new museum and collection and research centre in the Queen Elizabeth Olympic Park in East London. The galleries and programmes in the new museum and collection centre will imagine new ways to relate art, design, fashion and performance to society and everyday life, as well as transform access to our collection and archives on all levels. V&A East is due to open in 2023 and this Assistant Curator post will join a newly formed team to work on the curatorial development of the V&A East Collection and Research Centre (CRC).

Located in Here East, the new CRC will reinvent the idea of a museum store for the twenty-first century. Visitors will go on a behind-the-scenes journey that explores how and why objects are collected, how they are cared for, conserved, researched, displayed and interpreted. The centre will be a purpose-built home for 250,000 objects and an additional 917 archives spanning the breadth of the V&A's collection from fashion, textiles, furniture, theatre and performance, to painting, sculpture, ceramics, glass, design, architecture, and digital. With a design led by New York-based practice Diller Scofidio + Renfro (DSR) supported by Austin-Smith:Lord, the CRC will bring treasures out of storage and into public view for the first time in generations. At the heart of DSR's scheme is a 'public network' route comprising a central collection hall and walkway connections to a variety of spaces around the CRC. The collection hall and public network will turn the store inside out, with a rich array of objects on display for visitors to explore – from some of the V&A's smallest curiosities to the largest and most significant rooms and building fragments in the collection. Further spaces within the centre will host formal collection and archive study, changing displays, workshops, and live programme alongside moments of encounter with the museum's day-to-day work – from conservation and research to exhibition preparation. This new model builds on the continued success of The Clothworkers' Centre at Blythe House.

The V&A East Curatorial team is part of the V&A East Project, led by Tim Reeve as Senior Responsible Officer. V&A East Curatorial works closely with the Project Director, Collections Centre Director, and wider Project team, as well as colleagues from across Collections, Research, Learning and other Museum divisions to progress and deliver the project on time.

Purpose of job

An assistant curator is required to support a key phase of V&A East CRC Collection Hall and Public Network curatorial delivery. The role will form part of a new dedicated 'Public Network Concept Team' comprising collection curators (from complementary divisions), V&A East curatorial and advising representatives from Learning & Interpretation and Research. The post-holder will be integral to supporting the development of the curatorial vision and content plans for the Collection Hall and Public Network, including the Welcome

Area, Common Room, Atrium Display, and Spotlight Displays on Public Network routes, and supporting key phases of their design development. The candidate will be directed by the Public Network Concept team Lead Curator who, in collaboration with the core V&A East Curatorial Team, will lead on content and vision development. The post-holder will need to build and maintain good relations with the project team, colleagues across the Museum and other stakeholders involved in the V&A East and wider East Bank project. The assistant curator will also support the core Curatorial Team and Project team with devising and delivering project-related communications material, talks and events as appropriate.

Main tasks

1. Assist the CRC Public Network Concept Team curators with the development of the curatorial proposal for the Public Network (Collection Hall, Welcome Area, Common Room, Spotlight Displays on Public Network routes), its narrative and key messages, working within the curatorial framework set out by the core V&A East Curatorial Team.
2. Lead on the coordination of internal consultation on the narrative / interpretation ideas and manage a series of cross-departmental workshops.
3. Manage the process of object submissions from all V&A collection departments, and act as lead liaison for the CRC Public Network Concept Team.
4. Carry out in-depth collection research and support the development of the longlist and shortlist of objects for the Collection Hall and around the Public Network.
5. Lead on devising discrete display proposals for other key Public Network areas, include Welcome / Common Room, Spotlight Displays, etc.
6. Manage the creation of the Collection Hall and Public Network database of objects, including all object lists in excel and CMS.
7. Act as first point of contact for Public Network Concept Team curatorial administration.
8. Act as lead point person for collaborative work with V&A East Project Team and the advising Conservation/Tech Services teams on the detailed design development of the Public Network Displays, and take part in associated internal and external design workshops, taking the lead on preparing briefing documents as and when required.
9. Support collaborative work with the Learning & Interpretation Lead, assisting with the development high-level interpretation strategy for the Collection Hall and Public Network and Large Objects, prepare briefing documents for design development phases as required.
10. Take part in collaborative work with the UX / Digital Strategy Lead and V&A East Core Curatorial Team on the UX strategy development and implementation.
11. Provide regular updates to the V&A East Curatorial Team.
12. Other project tasks as directed by the Curatorial team
13. Supervise volunteers working on the project, if required.
14. Promote equality and diversity in all aspects of your work by developing and maintaining positive working relationships, ensuring that colleagues are treated fairly and with respect/dignity and

actively contributing to developments that support the museum's strategy for widening access, inclusion and diversity.

PERSON SPECIFICATION

Essential requirements

1. Education up to degree level or equivalent in a relevant discipline (e.g. practice, history or criticism) or evidence of equivalent expertise.
2. Demonstrable experience of project work in a museum or gallery setting.
3. Commitment, enthusiasm and responsiveness to opening up the collections to a broad audience, including non-traditional users.
4. Ability to demonstrate a creative and imaginative approach to developing engaging interpretation, able to communicate and tell a story to non-experts
5. Good communications skills and ability to work flexibly as part of a team to achieve a variety of projects. Good writing skills, sound knowledge of grammar and syntax.
6. Evidence of practical and organisational skills. Meticulousness, a keen attention to detail in all aspects of work, particularly record keeping.
7. Flexibility and ability to work under pressure.
8. Demonstrable computer skills (Excel, Photoshop, Powerpoint, etc) an ability to manage information in traditional and digital forms systematically and accurately.

Desirable requirements

1. Experience of working in a museum store.
2. Knowledge of collections management systems.
3. A post-graduate degree (or equivalent) in a relevant discipline.

OTHER INFORMATION

Hours/Salary:

Net working hours (i.e. excluding meal breaks) are 36 per week.

The salary for this role will be £22,227 - £25,875 per annum. Salaries are reviewed on an annual basis.

Annual leave:

28 days plus 8 days public holidays

Pension benefits:

You will be auto enrolled into the Museum's Group Personal Pension Scheme and have the opportunity on completion of Probation to an enhanced pension provision, including an employer contribution of 10%.

Other benefits:

Non-contributory life assurance policy (to value of 4 x annual salary)

An interest free season ticket or bicycle loan is available after three months.

Free entrance to all the major museums and exhibitions in London as well as many others.

Subsidised staff restaurant

Discounts on purchases in V&A shops

Application process:

Please apply online via the V&A's website at www.vam.ac.uk/jobs

We are committed to promoting equality, diversity and inclusion through all our employment policies and practices. For this role, we particularly welcome applicants from those who are significantly underrepresented at the V&A such as men and individuals from black and minority ethnic communities, who meet the requirements of the person specification.

If you are having technical difficulties applying online, please use the online chat functionality which can be found on the bottom right hand side of the form. Alternatively, you can contact **Vacancy Filler** directly on **01509 236434**, and quote the role reference number and your application number (if known). Please note, Vacancy Filler are contactable, Monday – Friday between 9.00am – 5.00pm.

If you have any queries regarding the role and/or the V&A's recruitment process, you can email us – contacthr@vam.ac.uk or telephone us on 020 7942 2937 (Working hours Monday – Friday 9.00am – 5.00pm).

Closing date for receipt of applications is 12pm 3 April 2019

Interview expenses will not be paid unless there is a prior agreement.