



OUR COMMUNITY | OUR STORY

## JOB DESCRIPTION

### Fine Art Collection Curator

REPORTS TO: Executive Director

STATUS: Full-Time, Hourly, Non-exempt

**The San Diego History Center seeks a Curator to manage the exhibition, preservation, expansion and public engagement of its Fine Art Collection.**

Reporting to the Executive Director, the Curator carries out the following duties, including but not limited to: curatorial development, research and oversight of the Fine Art Collection including exhibition development, planning and research. The Curator is a central advocate for the collection and organizational efforts to increase its prominence and stature. The Curator is also a core member of the Exhibitions team, and represents the organization to donors, members, visitors and the public in a positive and professional manner in accordance with the History Center's Culture of Philanthropy.

The ideal candidate will be connected to the San Diego arts community and will possess a minimum of three years of curatorial/exhibition experience and a solid understanding of the history of the San Diego region. This is a hands-on position that requires the ability to multitask and effectively juggle multiple responsibilities and deadlines. The Curator must be self-directed, yet work collaboratively, and have excellent written and oral communication skills. The Curator will be required to actively participate in donor cultivation and fundraising to support the preservation and expansion of the collections.

The San Diego History Center is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

#### **Requirements:**

- Demonstrated experience in developing art exhibits
- Previous work experience in museum or collection
- Degree from an accredited institution in Art, History, Museum Studies or related field (Graduate degree preferred)
- Knowledge of and/or strong interest in San Diego regional history
- Strong research and writing skills involving artists and artwork
- Ability to author and edit exhibit interpretive materials
- An understanding of basic concepts in humanities and the arts
- Ability to work independently yet collaboratively and create and meet appropriate internal deadlines



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**Physical Requirements:**

- Ability to perform the following: standing, sitting, stooping, kneeling, bending, squatting/crouching, pushing/pulling, climbing and reaching above shoulders, lifting and transporting of moderately heavy objects (up to 50lbs).
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

**How to apply:**

Please email current resume and two samples of exhibition work products to [jobs@sandiegohistory.org](mailto:jobs@sandiegohistory.org) with "CURATOR" in the subject line.

**No phone calls please.**