



Amherst College
Office of Human Resources

JOB DESCRIPTION

Title: Curator of Russian and European Art

Department: Mead Art Museum Reports to title: Director and Chief Curator

Full Time: X Part Time: _____ Date Prepared: November 6, 2019

Job Group & Level: RI-3 Regular Daily Work Schedule: _____ to _____

Pay Type: Weekly _____ Monthly X Months Per Year: 12 Hours Per Week: 40

(Summer Months) Months Per Year: _____ Hours Per Week: _____

1. Summary of Position:

Reporting to the John Wieland 1958 Director and Chief Curator, the Curator of Russian and European Art oversees the Mead's collection and program for Russian and European Art. Through collaboration and teamwork with the Mead's professional staff, the Curator conceives and organizes exhibitions, develops education programs, and conducts in-depth scholarly research and produces writing for publication and the Mead website with a special focus on the Thomas R. Whitney Russian Collection and the Mead's European collection. The Curator works closely with Amherst Center for Russian Culture's Advisory Board and the Center's Director on exhibitions in the Center's gallery.

Takes appropriate actions to support a diverse workforce and participates in the College's efforts to create a respectful, inclusive, and welcoming work environment.

2. Principal Duties and Responsibilities:

(50%) Curatorial & Research

Caring for and conducting research on the museum's Russian and European Art collection. Developing innovative and scholarly exhibitions that deepen an understanding of the Mead's Russian and European Art collection. Managing symposia and research related to Russian and European art. Cultivating partnerships with domestic and international museums and across disciplines with faculty at Amherst College and peer institutions. Working in close consultation with the ACRC and its Board on exhibitions and academic programs; collaborating with the

Mead's education team, developing interpretive materials for exhibitions and exciting programs, connecting with the curriculum, and leveraging opportunities to utilize media platforms to engage Amherst College's talented and diverse student body. Working with the Director, curatorial colleagues, faculty partners, and educators to build, refine, and strengthen the Russian and European collection by researching and writing a collection plan and proposing new acquisitions based on that plan. Lead effort to ensure accurate, useful, and up-to-date collection files that will be used as the source material for database records on Russian and European collection for website visitors in collaboration with the Collections Manager and education colleagues.

Train and supervise undergraduate or graduate student interns; assisting students, faculty, and researchers with research related to the permanent Russian and European collection.

(25%) Publishing

Publishing on Russian and European art on Mead's collection in exhibition catalogues, journals, and on the Mead's database, website, and other open-access media outlets. The over six hundred artworks making up the Thomas P. Whitney Collection of Russian Art will be a primary resource for research and exhibitions (in consultation with the ACRC and its archivist, pertinent publications in Whitney's library may be used for exhibitions as well); and the European collection will also be a source for research and exhibitions.

(25%) Fundraising & Education

Work collaboratively with the Mead's team of educators and museum professionals as well as faculty to develop innovative education programs. Present gallery talks and public lectures at the Mead including lecturing in areas of expertise. Take an active role in fundraising, marketing and programming activities involving Russian and European art by helping to cultivate collectors in the museum's circle and by writing grant proposals and exhibition travel proposals.

(5%) Performs other duties/functions as requested.

All employees are expected to participate in the College's efforts to create a respectful, inclusive, and welcoming work environment.

3. Internal-External Interaction/Communication:

Regularly interacts internally with Mead staff, Amherst Center for Russian Culture, Amherst College faculty and campus staff on research, collection and exhibition projects (such as advancement, marketing, Frost Library and Amherst College Press). External communication with Amherst alums, dealers, scholars and artists pertinent to artwork at the Mead.

The Curator collaborates with a professional staff of twelve, including one other full-time Curator (Curator of American Art) and three colleagues who routinely participate in curatorial activities (Head of Education; Study Room Manager and Print Specialists, a print expert and scholar; and the Director, who specializes in modern and contemporary art). The Curator also works collaboratively and closely with the Director of Amherst Center for Russian Culture and the Center's Board and staff and the Mead's Education Department.

4. Education: (include certifications and licenses)

Required:

M.A. in art history or a closely related field

Preferred:

PhD

5. Experience: (List specific skills necessary to perform this job)

Required:

- Read, write and speak Russian fluently
- 3 + years of progressively responsible experience in acquiring, researching, exhibiting, and publishing works of Russian and/or European art
- Strong written and verbal communication, researching, and time management skills
- Demonstrated track record of cultivation and diplomatic skills

Some travel domestically and international, and evenings and weekends as needed

- Experience working with a diverse community

Preferred:

- Knowledge of museum, non-profit and academic administration
 - Reading knowledge of a second European language, such as French or German
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6. Environmental and Physical Demands: (Please describe the work environment and unusual physical demands, i.e. lifting requirements.)

Occasional lifting, carrying, pushing and pulling approximately 10 lbs. (office supplies and books); Repetitive motions including hands, fingers, and wrists; visual – normal concentration with hand and eye coordination

7. Decision Making:

Day-to-day problem solving and analytical thinking; independent decision making regarding collections, budgets and scale accounting details (consultation with Director on broader budget issues).

8. Supervision Exercised/Rreceived:

Some consultation with Director but a self-starter position with independence and moderate supervision.

Supervises 1 – 2 interns.

Supervisory Responsibility: Yes _____ No _____

Number of Employees Supervised: _____

