



## **Art and Culture Center/Hollywood - Curator of Exhibitions**

**Job Description:** The Art and Culture Center/Hollywood, a multidisciplinary organization, that offers the community contemporary art exhibitions; performing arts and arts education programs for children, youth and adults. We feature South Florida artists as well as national emerging and midcareer contemporary artists. The Center is committed to providing exposure and recognition in the form of quality exhibitions and programs that reflect the highest standards of contemporary and cultural diversity. Each year, the Center presents more than 20 art exhibitions, artist talks, and workshops and more than 80 unique education classes or program sessions for youth in the visual and performing arts.

**Job Summary:** We are looking for a dynamic individual with a passion for the visual arts, which can identify talent and produce quality art exhibitions and related events. The Curator of Exhibitions, who reports to the Executive Director, will be responsible for developing an overall concept and program of the Center's exhibitions and corresponding programs. As part of the management team, the Curator will also participate in working collaboratively on all areas relating to exhibitions, education, fundraisers, marketing, events, etc.

### **Major responsibilities:**

- Develops and implements a cohesive vision and strategy for the exhibition of contemporary art at the Center (existing and planned)
- Develops and curates contemporary art exhibitions as well as works with guest curators
- Manages two art preparators during installation/deinstallation to present the cohesive vision of each exhibition
- Develops new programs for new audiences and spaces
- Contributes to the implementation of programs aimed at engaging new and diverse audiences through a dynamic mix of exhibitions, education programs, interpretations and visitor support
- Collaborates with Executive Director and Center staff on visual arts focused fundraisers, opportunities for marketing, public relations, sponsorships/fundraising, networking, public programs, etc.
- Prepares and manages exhibition budgets and expenses
- Conducts research, studio visits and negotiates with artists and lending institutions and supervises installations
- Works and interacts with colleges, universities, visitors, etc.
- Oversees and coordination of group tours to our galleries
- Cultivate donors and lenders
- Speak publicly to community, college and media in relation to exhibitions and related programs
- Manages collections
- Performs additional tasks, as needed

**Education:**

- A minimum of an undergraduate degree in visual arts, curatorial studies or art history required and a master of fine arts degree, preferred

**Experience:**

- A minimum of three years curatorial experience.
- Knowledge of contemporary art and art history as well as emerging, local, national & international contemporary artists is essential
- Have ability to write, interpret and discuss art principles for internal and external use.

**Skills and Abilities:**

- Possess organizational, administrative, and interpersonal skills; ability to work in a changing environment with variable pressure; capable of handling multiple projects and deadlines; demonstrates initiative and dependability; works collaboratively and as a team.
- Strong communicator and experience in writing and editing
- Detail-oriented and exercises good judgment and problem solving skills
- Ability to work flexible hours during events on evenings and weekends as needed to oversee programs and participate in other gallery activities
- Computer literate in Word, Excel, Google platform, and social media

**Salary and Benefits:**

- Full-time with benefits; Occasional evening/weekend hours for events. Relocation expenses will not be reimbursed. Range \$45,000-\$58,000.

**To Apply:**

- Send in confidence via mail, email or fax your resume and brief cover letter explaining your relevant experience, No phone calls, please. Position open until filled.

Art and Culture Center /Hollywood  
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**About Strategic Philanthropy:**

Strategic Philanthropy, Inc. a south Florida based company, was founded on the belief that effective corporate giving can be so much more than simply writing a check to charities and nonprofits who ask for your help or involvement. It is our belief that when a company aligns its charitable giving with a strategic approach and measurable outcomes, the power of giving enhances a company's brand, image and strengthens the relationships and partnerships within the community.

In short, Strategic Philanthropy gets hired by companies to give away their money to nonprofits that meet a company's business goals and objectives. As you can imagine, we have many relationships with the nonprofits in our community. We value all of the programs and services they have to offer and work with them to help promote positions that are available within their organization so that they may find the best talent possible.

For future job postings, follow us on:

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