Staff Vacancy

Position: Curator  
EEO No. AA 8-17

Paul and Lulu Hilliard University Art Museum  
At University of Louisiana Lafayette

Job Description: The Curator oversees the development of exhibitions, programming, publications and the collection of the Hilliard University Art Museum. This position reports to the Director and serves as a strong administrative and creative partner. The Curator engages the campus community, the local creative community of Acadiana and the larger regional and national art communities in the creation of a program that reinforces the museum’s roles as an educational resource for the university, a center for community engagement and a cultural hub in the southeast region.

The Paul and Lulu Hilliard University Art Museum (HUAM) is located at the edge of the University of Louisiana (UL) campus in Lafayette, Louisiana. The museum is comprised of two buildings, the original 1967 A. Hays Town plantation-style house (3,100 sq. ft.) and the newer state-of-the-art Hilliard Museum with three exhibition galleries (11,000 sq. ft. of exhibition space) and a gift shop featuring crafts by local artists. The museum’s collection features approximately 2,000 objects including European and American painting, Japanese prints, folk art and a collection of Egyptian art. The museum works collaboratively with the university’s nine colleges – including the College of Arts - as well as with local, national and international partners to present exhibitions and programs on the art of our time. With a student population of approximately 18,000 and the culturally-rich community of Acadiana around us, we celebrate the creative spirit that infuses every aspect of life here from food and drink to music, art and dance.

Duties & Responsibilities

- Work with the Director on implementing vision to establish the museum as a center for community engagement, prioritizing the educational mission, promoting strong campus and community collaborations and building a regional and national reputation
- Develop and coordinate exhibitions and programs in alignment with museum’s vision and educational mission.
- Direct collaborative efforts among the exhibitions and programs staff and serve as an articulate and persuasive spokesperson to collectors, funding sources, press and the public.
- Develop and manage exhibitions/programs budget and manage staffing needs
• Collaborate with Educator on the development of educational materials and interpretation of the museum collection, exhibitions and acquisitions
• Work with the Marketing/Membership Manager to ensure that exhibitions and programs are marketed effectively
• Work with Director, Collections Manager and Collection Committee on collection development
• Work with Graduate Assistant and Exhibits/Programs Committee on the development and implementation of “Creative Conversations”
• Support the Director in the areas of strategic planning, budgeting and policy development as it relates to the exhibitions, programs and collections
• Work with the Director and the university development department in conceptualizing and organizing funding proposals for collections management issues and exhibitions
• Research and write publications that promote new scholarship on the collection and exhibitions

Preferred Qualifications:

• Masters degree in relevant field is required; PhD is preferred.
• Knowledge of best practices and procedures involved in the operation of a museum, including proper care and management of collections; standards of documentation and ethics; exhibition organization and implementation; preparation of exhibition-related publications; and scholarship.
• Demonstrated skill in organizing and implementing art exhibitions, performing art historical research, working with other curators and registration staff and in managing diverse curatorial and administrative duties.
• Must be able to work effectively with museum colleagues, volunteers, faculty and students, board members, and the general public.
• Strong management skills, flexible problem-solver and good work ethic
• Demonstrated publishing record; at least five years professional experience in an art museum.
• Leadership skills, financial and strategic planning skills and technical literacy, programmatic creativity, passion for art and significant knowledge of the art museum world.

Compensation:
Commensurate with experience. UL provides an excellent benefits package as well as vacation and sick time along with paid holidays.

To Apply:
Send a cover letter, resume and writing sample to Cami Joseph, Asst to the Director, Hilliard University Art Museum clj9141@louisiana.edu