SMU | **Libraries**
SINGAPORE MANAGEMENT UNIVERSITY

SMU Art Programmes Manager (10 month contract)

We are seeking a dynamic and innovative professional to apply for the position of SMU Art Programmes Manager. This is a contract position for 10 months and the position holder is expected to work one day a week.

This position is responsible for managing the art displays, movements and condition reporting of artworks in SMU. In a coordinated effort to promote the University's profile in visual arts through its collections and programmes, the position holder will be required to design, coordinate and support the curation of the artwork, exhibitions, programming of the SMU art collection and related programmes.

Responsibilities
The position covers two main areas of activities:
1. Artwork Management
      i.   Assessment and evaluation of the state of all pieces of artwork in SMU's art collection for signs of wear and tear, imperfection and/or distortions and long term condition of the art works upon acquisition and afterwards on a systematic basis.
     ii.   Following up for effective conservation and maintenance planning in conjunction with the Art Collection Manager/Specialist/Coordinator.

2. Art Programming
      i.   Planning, development, coordination, and implementation of SMU art collection and related programmes.
     ii.   Secretarial support for the SMU Art Advisory Committee.

Requirements
   1. Relevant degree in art curation
   2. Experience in curation of art collections in museums or art galleries
   3. Sound knowledge of Asian art
   4. Ability to work collaboratively with a wide range of stakeholders
   5. Ability to work independently
   6. Excellent team work and communication skills

More details on the position is available at
https://library.smu.edu.sg/sites/library.smu.edu.sg/files/library/pdf/CareerAd/JD_ArtProgrammesMgr_8Mar18.pdf

How to Apply
Interested applicants, please email your resumes with a covering letter to libjob@smu.edu.sg. The covering letter must state the applicants' responses to the selection criteria. Only short-listed candidates will be contacted.