

# GALLERIES CURATOR



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Department:	Research Knowledge Exchange and Innovation
Grade:	8
Reports to:	Director of Research, Knowledge Exchange and Innovation (DRKEI)
Responsible for:	UCA Galleries, Gallery Assistants, Student Ambassadors.

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## Job Summary and Purpose:

This pivotal role leads the curatorial and strategic development of UCA's Galleries across all three campuses. The postholder will embed the galleries within the broader academic, cultural, and civic framework of the university, and foster visibility, engagement, and innovation. Based at Epsom Campus, they will act as a connector, across campuses, with the Craft Study Centre, regional and global partners, funding organisations, and the creative industries, ensuring the galleries are vibrant, inclusive, and central to the university's identity and purpose.

Working closely with Executive and Associate Deans, Research, KE and Innovation, Academic and Industry partnerships teams and Marketing and Engagement teams, the role includes responsibility for programming, funding development, student engagement, and enhancing the visibility of UCA's cultural and creative outputs. The postholder will also play a critical role in the support of degree shows and summer shows across campuses.

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## 1 KEY RESPONSIBILITIES

- Lead the development of a cohesive curatorial structure for UCA galleries across Farnham, Epsom, and Canterbury.
  - Create and maintain strong connections with the Craft Study Centre and build collaborations with local, national, and global galleries and cultural networks.
  - Establish and grow an International Galleries Network that embeds UCA within global creative conversations.
  - Act as a cultural ambassador, representing UCA in relevant regional and international forums.
  - Curate and oversee an annual programme of high-quality, diverse exhibitions and events aligned with UCA's vision.
  - Ensure programming is inclusive, interdisciplinary, and reflective of contemporary and emerging practices in art and design.
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- Integrate gallery exhibitions with relevant UCA academic programmes, research themes, and student learning experiences.
- Collaborate with students and academic staff to promote student-led and co-curated exhibitions.
- Identify and apply for external funding from public bodies, trusts, foundations, and industry partners to support exhibitions and initiatives.
- Lead the development of proposals and business cases for strategic gallery projects and long-term sustainability.
- Cultivate partnerships that support co-investment, sponsorship, and collaborative programming.
- Work with Executive Deans and Schools to support the delivery of Degree Shows and Summer Shows as part of the student lifecycle.
- Ensure coordinated project management of gallery installations, deinstallations, and logistics across all campuses.
- Support the establishment and coordination of campus working groups, ensuring local input within a unified institutional vision.
- Collaborate with Marketing, Communications, and Recruitment teams to raise the profile of UCA's cultural programming.
- Develop strategies to increase visibility and audience engagement across all campuses and online platforms.
- Ensure the galleries support student employability and external engagement through residencies, talks, and public programming.
- Line manages gallery staff, student assistants, and project teams, supporting staff development and performance.
- Oversee gallery budgets in collaboration with the finance team, ensuring cost-effective and impactful delivery of exhibitions and activities.

## **2 RESPONSIBILITIES OF ALL STAFF**

- To undertake such other duties as are within the scope and spirit of the job purpose, the job title, and the grade.
  - Maintain and promote health, safety & wellbeing awareness and commitment within the framework of the University's Health, Safety & Wellbeing policy.
  - Take responsibility for health and safety of yourself and others in carrying out the duties of the role.
  - To promote equality, diversity and inclusion in your performance of your duties.
  - To actively participate in learning and development to meet the requirements of your role and the University.
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### 3 SELECTION MATRIX

Representative Knowledge, Skills and Experience – Grade 8		Essential	Desirable	Used to shortlist
1	Degree level qualification (Curation, Cultural Management or related field)	x		x
2	A postgraduate degree or a PhD on relative field or equivalent	x		x
3	A Teaching qualification and/or Fellowship of Advance -HE at any level.		x	
4	Significant curatorial experience across multiple sites or institutions and Strong understanding of contemporary curatorial practices and gallery management	x		x
5	Comprehensive knowledge of work practices, procedures, systems and equipment as required to be able to advise others on their application and provide first line advice and guidance to customers		x	
6	Experience in building networks with cultural, academic, and funding bodies	x		x
7	Experience of project and funding management, including coordination of people, financial and physical resources	x		
8	Proven written and verbal communication skills	x		
9	Proven management skills	x		
Role Specific Knowledge, Skills and Experience				
10	Demonstrable expertise in developing and delivering gallery programming that integrates with higher education curricula and student experience in the areas of Design, Creative Arts and Architecture	x		x
11	Proven track record of successfully securing external funding (e.g., Arts Council England, trusts, or international cultural funds) to support exhibitions, outreach, or network development	x		x

12	A proven track record of working collaboratively with interdisciplinary teams across Higher Education — including TNE, global engagement, partnerships, and marketing — to ensure consistency and effective delivery of institutional strategies (including areas in TEF, REF and KEF).	x
13	Proven experience in designing and delivering an internationalised curriculum that promotes understanding of global issues, cultures, business, and employment opportunities, while embedding distinctive and visible employability skills throughout the educational offering.	x
14	Experience of working across multi-campus or multi-institutional environments, navigating diverse communities and delivering consistent, high-quality outcomes	x
<b>Personal Attributes and Behaviours</b>		
15	Demonstrated ability to collaborate, influence, and negotiate effectively across a multi-campus institution, with experience in leading careers and employability teams, and a strong track record of success in senior strategic leadership roles.	x
16	<b>Strategic and Visionary Thinking</b> Demonstrates the ability to think beyond the immediate, anticipate future challenges and opportunities, and shape long-term strategies that align with institutional goals and values.	x
17	<b>Inclusive and Collaborative Leadership</b> Leads with empathy and integrity, fostering inclusive environments that encourage collaboration, respect diverse perspectives, and empower others to contribute and grow.	x
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Does the role require a DBS? **NO**