

Role Description

Exhibition Curator



POWERHOUSE

Cluster	Department of Enterprise, Investment & Trade
Department/Agency	Museum of Applied Arts Sciences
Division/Branch/Unit	Program/Exhibitions
Role number	51002957
Classification/Grade/Band	Curator Grade 1
Senior executive work level standards	Not Applicable
ANZSCO Code	139911
PCAT Code	1119192
Date of Approval	August 2023
Agency Website	powerhouse.com.au

Agency Overview

The Museum of Applied Arts and Sciences sits at the intersection of art, design, science, and technology and plays a critical role in engaging communities with contemporary ideas and issues. Established in 1881, the Museum includes Powerhouse Ultimo, Sydney Observatory, and Powerhouse Castle Hill and will expand to include the Museum's new flagship - Powerhouse Parramatta. The Museum is the custodian of over half a million objects of national and international significance and is considered one of Australia's finest and most diverse collections.

The Museum of Applied Arts and Sciences is undertaking a landmark renewal program which includes the creation of Powerhouse Parramatta, the largest cultural infrastructure project since the Sydney Opera House; the expansion of Powerhouse Castle Hill, which includes expanded storage and new research and public facilities, and the renewal of the iconic Powerhouse Ultimo.

Primary purpose of the role

The Exhibition Curator is responsible for the conception, research, planning and development of exhibitions to deliver the Powerhouse Program. The role develops exhibitions, projects, and initiatives in consultation with internal departments and external partners across all Powerhouse sites. The role links programs nationally and internationally across the museum sector and specific industries to ensure a dynamic program is co-designed with industry and community.

Key Accountabilities

- Utilise critical and creative thinking expertise to conceptualise, research, develop, and present exhibitions for the Powerhouse Program.
- Deliver exhibitions, programs, and projects in a collaborative, cross-divisional manner to ensure quality outcomes and sustained engagement with local communities.
- Liaise with industry, community, and collection curators to identify and participate in acquiring relevant material culture for inclusion in the Powerhouse Collection.
- Develop relationships with the broader community and key national and international organisations to deliver a high-level curatorial practice and strategic collection engagement.
- Contribute to continuous improvement in exhibition and program delivery and implement and maintain policies, procedures and processes that support curatorial best practices.
- Contribute to the planning, developing, and delivering exhibitions, collection displays, digital and publications content, learning and public programs.

- Develop and prepare exhibition and project documentation, collection policies, reports, and acquittals for Powerhouse online and print publications, monthly reports, budgets, sponsorship, fundraising and acquisition proposals, grant applications and general administration.
- Interpret, utilise, and maintain museum collection management databases, records, catalogues, and other information-based resources and systems.
- Offer mentorship and guidance to assistant curators, helping them to access professional development opportunities.

Key challenges

- Developing and maintaining internal and external relationships to support the organisation's strategic direction and the Powerhouse renewal and ensuring the Powerhouse is positioned as the leading museum of applied arts and sciences.
- Delivering multiple projects within ambitious timeframes effectively while maintaining a high standard.
- Implement new ways of working and embedding practices which encourage collaboration.

Key relationships

Internal

Who	Why
Head of Program	<ul style="list-style-type: none"> • Receives overall direction and guidance from and receives regular updates on key projects, issues, and priorities
Senior Exhibition Curator	<ul style="list-style-type: none"> • Exchange information, consult, collaborate, support
Program Directorate	<ul style="list-style-type: none"> • Works collaboratively and provides assistance and support for the delivery of key projects, priorities and strategies
Collection Directorate	<ul style="list-style-type: none"> • Works collaboratively to ensure an integrated organisation approach to inter-disciplinary initiatives and to ensure excellence in collection access and delivery of programs, exhibitions, and events

External

Who	Why
Community & Industry	Establishes and maintains relationships Consults, provides and obtains information relevant to the First Nations' collections
Industry peers	Establish and contribute to effective networks with other public sector, cultural institutions, and museum industry peers.

Role dimensions

Decision making

This role:

- The Exhibition Curator operates with a degree of autonomy to achieve agreed objectives and performance outcomes within approved policies, frameworks, and budgets. The role is fully accountable for the delivery of curatorial services.
- The role refers to the Senior Exhibition Curator for decisions that require a change to approved plans, budget, operations, or programs; that are likely to escalate; cause undue risk; create substantial precedent; or are outside of delegation limits.

Reporting line

Senior Exhibition Curator

Direct reports

Nil

Budget/Expenditure

As per Powerhouse financial delegation

Key knowledge and experience

- Tertiary qualifications, preferably at the postgraduate level, expertise in one or more applied arts and sciences areas, combined with three to five years of curatorial experience in a museum/not-for-profit venue or as an independent curator.
- Demonstrated curatorial and research abilities, critical writing skills and a proven track record of original publication.

Essential requirements

- Demonstrated understanding of material culture, its collection and care, experience in reading and interpreting artefacts, recognising different understandings and interpretations and community connections.
- Demonstrate experience initiating, developing, and delivering multi-disciplinary programs across exhibitions and public programs with the broader community and key national and international organisations.
- Demonstrated experience in initiating, developing, and reviewing program partnerships that will engage diverse audiences with Powerhouse themes, disciplines, and collections.

Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

The capabilities are separated into focus capabilities and complementary capabilities

Focus capabilities

Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

Focus capabilities

Capability group/sets	Capability name	Behavioural indicators	Level
 <p>Personal Attributes</p>	<p>Manage Self</p> <p>Show drive and motivation, an ability to self-reflect and a commitment to learning</p>	<ul style="list-style-type: none"> • Keep up to date with relevant contemporary knowledge and practices • Look for and take advantage of opportunities to learn new skills and develop strengths • Show commitment to achieving challenging goals • Examine and reflect on own performance • Seek and respond positively to constructive feedback and guidance • Demonstrate and maintain a high level of personal motivation 	Adept
 <p>Relationships</p>	<p>Communicate Effectively</p> <p>Communicate clearly, actively listen to others, and respond with understanding and respect</p>	<ul style="list-style-type: none"> • Tailor communication to diverse audiences • Clearly explain complex concepts and arguments to individuals and groups • Create opportunities for others to be heard, listen attentively and encourage them to express their views • Share information across teams and units to enable informed decision making • Write fluently in plain English and in a range of styles and formats • Use contemporary communication channels to share information, engage and interact with diverse audiences 	Adept
 <p>Relationships</p>	<p>Work Collaboratively</p> <p>Collaborate with others and value their contribution</p>	<ul style="list-style-type: none"> • Encourage a culture that recognises the value of collaboration • Build cooperation and overcome barriers to information sharing and communication across teams and units • Share lessons learned across teams and units • Identify opportunities to leverage the strengths of others to solve issues and develop better processes and approaches to work • Actively use collaboration tools, including digital technologies, to engage diverse audiences in solving problems and improving services 	Adept



Deliver Results

Achieve results through the efficient use of resources and a commitment to quality outcomes

- Use own and others' expertise to achieve outcomes, and take responsibility for delivering intended outcomes
- Make sure staff understand expected goals and acknowledge staff success in achieving these
- Identify resource needs and ensure goals are achieved within set budgets and deadlines
- Use business data to evaluate outcomes and inform continuous improvement
- Identify priorities that need to change and ensure the allocation of resources meets new business needs
- Ensure that the financial implications of changed priorities are explicit and budgeted for

Adept



Project Management

Understand and apply effective planning, coordination and control methods

- Understand all components of the project management process, including the need to consider change management to realise business benefits
- Prepare clear project proposals and accurate estimates of required costs and resources
- Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements
- Identify and evaluate risks associated with the project and develop mitigation strategies
- Identify and consult stakeholders to inform the project strategy
- Communicate the project's objectives and its expected benefits
- Monitor the completion of project milestones against goals and take necessary action
- Evaluate progress and identify improvements to inform future projects

Adept

Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities. Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

Capability group/sets	Capability name	Description	Level
	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Intermediate
	Act with Integrity	Be ethical and professional, and uphold and promote the public sector values	Adept
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Adept
	Commit to Customer Service	Provide customer-focused services in line with public sector and organisational objectives	Foundational
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Adept
	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
	Think and Solve Problems	Think, analyse and consider the broader context to develop practical solutions	Intermediate
	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Intermediate
	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Foundational
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Intermediate
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate